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ATE OF NOTICE	STONATURE CF	BC: PEPPISENTA				
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11/07 **SECRET** DATE PEPARED REQUEST FOR PERSONNEL ACTION 25 Nov 1977 2 NAME (Last-Ford-Ministr) 025658 PICCOLO, JOSEPH S. 3- NATURE OF MESONNEL ACTION S CATEGORY OF EMPLOYMENT A EFFECTIVE DATE ENGLESTED REASSIGNMENT - CHANGE OF FUNCTIONAL CATEGORY 11 07 1 REGULAR 8 LEGAL AUTHORITY (Completed by Office of Personnel) v 10 v v 10 CP & FUNDS 8027 0172 0000 CF TO V Ø 10 Ø P ORGANIZATIONAL DESIGNATION DDO/CI STAFF OPERATIONS GROUP SPECIAL OPERATIONS BRANCH WASH., D.C. 11. POSITION TITLE 12 POSITION NUMBER 13 CAREER SERVICE DESIGNATION OPERATIONS OFFICER GK67 DAS 14 CLASSIFICATION SCHEDULE (GS. L.B. ex.) 16 GRADE AND STEP 7 SALARY OR RATE 0136.01 13 \$ 29,490 I CONCUR IN THE CHANGE OF MY CATEGORY FROM B/OG TO B/OS. DATE SIGNED 18A SIGNATURE OF REQUESTING OFFICIAL -ISS SIGN 11/29/77 C/PCS/CSS/Pers CM 13 SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL Z3 HOTEGREE CODE 24 HOQTES 25 DATE OF BHITS 10 ACTION COOE 31400 CIS 75013 10 31 SEPARATION 13 SECURITY NTE EUPINES SPECIAL REFERENCE RETHEEMENT CATE 32 CORRECTION CARALLATION DATA DATA (DOE EOD DATA 48 SOCIAL SECURITY NO 35 VET PREFERENCE 34 SERV COMP DATE 37 1086 (CHP DATE 30 'ARLER CATEGORY PREVIOUS CIVILIAN COVERNMENT SERVICE 42 LEAVE CAT 43 FEDERAL TAX DATA STATE TAX DATA TOOL SHEENING COOL --- 111CUND COME NO TAX STATE COM 8-00 PENNOUS SERVICE 1-00 SELAE IN MERICE 2-peral in Service (IESS Than 3 YEARS) 3-BREAE IN MERICE (IESS THAN 3 YEARS) NO TAL PLE OF 1 - 11 i 1 - 80 1-165 45 POSITION CONTROL CHITIFICATION L'ATE APPROVED

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E 2, IMPDET CL. BY: ..

1 2 JUN 1973

Dear Joseph,

Please accept my appreciation for an assignment well done as a member of the FY 1978 GS-07 Secretarial/Clerical DO Personnel Evaluation Boards from 17 April through 19 May 1978.

I well recognize the complexities involved in the comparative evaluation of 500 clerical careerists -- a task further complicated by this being only the second year it has been undertaken. Your deliberations were vital to the Directorate's determination to bring to this group of valuable employees the advantages of the merit system.

Full-time service with the Evaluation Boards represents a major contribution to the Directorate's program of personnel assessment and management. Not only were your promotion recommendations valued, but recommendations for career development and training were also extremely helpful.

I believe that your service on the Board broadened and sharpened your own focus on personnel aspects of Agency management. Too, I think that the time spent in this endeavor could only have made you better aware of our need for complete, careful and candidly written appraisals of our employees.

Sincerely,

John N. McMahon
Deputy Director for Operations

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## CONFIDENTIAL

28 APR 1979

MEMORANDUM FOR: Chief, CI Staff

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14-00000

SUBJECT: Recommendations by the GS-13 FY 78 Evaluation

Board Regarding PDP

Having carefully reviewed all personnel files of GS-13 personnel, the FY 78 DO Personnel Evaluation Board recommended that the following officer be identified in his division's Personnel Development Plan (PDP). This individual was selected because of his relatively high potential, in the estimation of the Evaluation Board, for growth to positions of leadership within the Agency.

Category BOS

Joseph Piccolo

Vice Chairman, CMS/13

CONFIDENTIAL

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### CONFIDENTIAL

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MEMORANDUM FOR: Joseph S. Piccolo

14-00000

SUBJECT Quality Step Increase

1. My congratulations on the award to you of a Quality Step Increase. This recognition of superior sustained performance reflects great credit on you and the job you have been-doing.

2. I am confident that your future performance will be of continuing high quality.

With personal best wishes,

John N. McMahon
Deputy Director for Operations

CONFIDENTIAL

CONFIDENTIAL

14-00000

23 February 1978

MEMORANDUN	d FOR:	Director of Personnel
FROM	:	Wesley L. Laybourne A/Chairman, DO Personnel Evaluation Boards
VIA	:	Chief, Career Management Staff
SUBJECT	:	Recommendation for Quality Step Increase for Joseph S. Piccolo (CI)
as tours at Head was promoted to 2. Mr. Pi	dquarter o GS-13 iccolo ha year as	officer in Mexico, and as well as in LA Division and currently on the CI Staff. He on 4 February 1973.  as performed in a strong to outstanding manner described in his fitness report covering the period per 1977.
has resulted in a	۸ .	
He also was call	ed upon	to support Cl activities r
		nd "he executed these
assignments wit	h a s <u>ing</u> i	ular degree of professionalism. ' He recently also
organizež and ra		the Station
involved describ	ed the e	ffort "as an outstanding contribution," During the
previous itmess		period he participated in two
and	and b	ecause of this experience he was recently named
to head another (		in the future.
Evaluation Board manner which ex this sustained his	l that Mi ceeds th gh perfo	f the Fiscal Year 1978 GS-13 DO Personnel r. Piccolo has performed in a sustained high ne normal requirements of his position and that rmance promises to continue. He is, therefore, ity Step Increase.

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CONFIDENTIAL

SUBJECT: Recommendation for Quality Step Increase for Joseph S. Piccolo (CI)

CONCUR:

14-00000

APPROVED:

### CONFIDENTIAL

MEMORANIAM FOR: Joseph S.Piccolo

14-00000

SUBJECT : Acknowledgment of Fyaluation Board Functional Category

RETERENCE : Evaluation Board Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category—N/OS for Evaluation Board purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, growth potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STAMP THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

2. In general, you should consider the following;

a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.

- b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you-have demonstrated proficiency in your new assignment.
- c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.
- 3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgment of change is received by the Career Management Staff.
- 4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

Signature of Addressed

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Date

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Mexico City October 1977

14-00000

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### MEMORANDUM FOR THE RECORD:

officials join station in extending appreciation to Joseph Piccolo for his outstanding contribution to the current task of moulding the KDSLEUTHS into an effective counterintelligence organization.

Their high degree of enthusiasm was matched only by the professional way in which they prepared their instruction material, the ingenuity of their delivery, and above all the high impact that they had on the students and their superiors.

Wish to complement the above two colleagues for a job well done and for having upheld in their own respective fields the high standards and prestige of the Agency in our eyes and in those of our

Request that a copy of this cable be placed in their respective personnel files.

## CONFIDENTIAL

27 October 1977

MEMORANDUM FOR: Career Management Staff

SUBJECT

14-00000

Request for Change of Career Designation to B/OS-Operational Specialist from B/OG-

Operational Generalist

- 1. It is requested that my career designation be changed to B/OS-Operational Specialist from that of B/OG-Operational Generalist. It is believed that the career activities and recent events described below clearly meet the criteria set forth in the Career Service Personnel Evaluation System Handbook.
- 2. In July 1977, I changed my home base from Latin America Division to the Counterintelligence Staff. This change of home base was precipitated by the cancellation of a planned overseas tour in Latin America which was scheduled to begin in July 1977. The cancellation of the tour was caused by publicity accorded me by Philip Agee and Counterspy Magazine.
- 3. The following is a career summary noting Operational Specialist related activities only:

January 1976 - Present	CI Staff
August 1973 - August 1975	
	Station, (Spanish language)
August 1972-June 1973	
	Base, for a Special
	Project language)
February 1969-December 1969	Liaison Officer, Headquarters Latin America Division/Cuban
April 1968-January 1969	Station, (Spanish language)
August 1962-August 1965	Counterintelligence Section, Headquarters, Latin America Division, Cuban Task Force exploiting two intelligence
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	7.

CONFIDENTIAL BY OLSTERS

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## CONFIDENTIAL

4. Based on the above history and more recent activities since joining the CI Staff, I believe my career development and potential will be better realized as an Operational Specialist.

Joseph S. Piccolo Jr.

CINCHE:

14-00000

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- 1. OFFICIALS JOIN STATION IN EXTENDING APPRECIATION
  TO AND FOR THEIR
  OUTS TANDING CONTRIBUTION TO THE CURRENT TASK OF MOULDING
  THE KDSLEUTHS INTO AN EFFICIENT AND EFFECTIVE COUNTERINTELLIGENCE
  ORGANIZATION.
- 2. THE IR HIGH DEGREE OF ENTHUSIASM WAS MATCHED ONLY BY THE PROFESSIONAL WAY IN WHICH THEY PREPARED THEIR INSTRUCTION MATERIAL. THE INSENDITY OF THEIR DELINERY, AND ABOVE ALL THE HIGH IMPACT THAT THEY HAD ON THE STUDENTS AND THEIR SUPERIORS.
- 3. WISH TO COMPLEMENT THE ABOVE TWO COLLEAGUES FOR A JOB WELL DO NE AND FOR HAVING UPHELD IN THEIR OWN RESPECTIVE FIELDS THE HIGH STANDARDS AND PRESTIGE OF THE AGENCY IN OUR EYES AND IN THOSE OF CUR

5. FILE: 50-6-180/2, E2: 1000ET.

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<sup>4.</sup> REQUEST THAT A COPY OF THIS CABLE BE PLACED IN THEIR RESPECTIVE PERSONNEL FILES.

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MEMORANDUM FOR: Deputy Director for Operations

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Appointment of Mr. Joseph S. Piccolo, GS-13, as Deputy Chief of Station,

1. The appointment of Mr. Joseph S. Piccolo, GS-13, as Deputy Chief of Station, on or about 15 September 1973 is recommended. would be replacing Mr. Ralph G. Seehafer. effective Mr. Piccolo

2. Mr. Piccolo entered on duty with the Agency in February 1957. His Agency employment has been exclusively in the Western Hemisphere Division with field tours in Mexico City and \_\_\_\_\_ He is currently serving in as Chief of our FI Section. Mr. Piccolo has a very good command of the Spanish language.

3. A Biographic Profile, including information regarding his Agency employment and training, is attached.

> Acting Chief Western Hemisphere Division

Attachment:

Biographic Profile (Part I and Part II)

The fecommendation in Paragraph 1 is APPROVED:

Deputy Director

for Operations

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MEMORANDUM FOR: Chairman, GS-12, CS Evaluation Board

SUBJECT: Recommendation for Promotion to GS-13, Joseph S. Piccolo

1. Mr. Joseph S. Piccolo entered on duty with the Agency in February 1957 as a file clerk. He progressed rapidly from that position to that of Intelligence Assistant and subsequent acceptance into the Agency Junior Officer Trainee Program. In addition to Headquarters assignments he has served as operations officer in Mexico City Station (1965-1968) and Managua Station (1968-1969). Since February 1970 he has been assigned to \_\_\_\_\_\_ Station, Base \_\_\_\_\_\_ where he is serving on an extension of tour until June 1973. He has been in grade GS-12 since September 1968.

2. M. Piccolo has been consistently evaluated as a very Strong performer in his current grade and this in a variety of assignments which have progressed upwards in responsibility and have included field FI and liaison responsibilities, Headquarters desk officer and liaison officer; up to his current assignment as senior officer in charge of one of the Station's major operational programs, and operations including direct handling of the Station's most sensitive

He has been evaluated by the

Base Chief as the most mature, dependable and competent
case officer at the Base. He has excelled in the handling
of intricate sensitive operations where the
highest professional standards are demanded. He carries
a very heavy work load lightly and is a prodigious contributor
in both operational and information reporting. His performance
as a supervisor has been characterized by conscientiousness,
a good sense of detail, perceptiveness, fairness and firmness.
Two Chiefs of Station have emphatically endorsed the very

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high evaluation placed on Mr. Piccolo's performance. His current COS has especially commended him on his handling of a complex current case involving \_\_\_\_\_ in which Mr. Piccolo has demonstrated an unusual grasp of detail, excellent judgment, poise under pressure, and extraordinary stamina. The COS has stated that Mr. Piccolo is already performing well above the GS-13 level.

- 3. Several supervisors have commented on Mr. Piccolo's quiet unassuming personality which belies the intensity with which he approaches his work. Underlying the quiet manner it has been noted that he is tough-minded and aggressive in his agent handling and exploitation and is highly experienced and skilled in the basic craft of the intelligence business. He is linguistically talented and can function in both the Spanish and Portuguese languages. He has had the basic Agency operations courses including some in technical operations. He is also an intelligent supervisor with a capability for lighting fires under his charges when necessary. He is highly respected and appreciated by all his colleagues and though he maintains a low-profile he moves easily in his
- 4. Mr. Piccolo has already proven his ability to perform at the next highest grade. Most supervisors have emphasized his potential for assuming ever increasing responsibilities. He has realized this potential with each succeeding assignment and particularly in his current one. He fits both the general and specific criteria for promotion. He has shown himself in possession of the requisite qualities of reliability, seriousness of purpose, imagination, and dedication. He has personally applied the specifics of his profession in a successful manner and has demonstrated his ability to supervise and inspire others in their application as well.
- 5. Mr. Piccolo's request for a one-year extension of his current tour has been approved. At the culmination of that period an appropriate assignment will be arranged for him commensurate with the Agency's needs, his desires and the continued furtherance of his career.

6. It is hereby strongly recommended that Mr. Piccolo be promoted from GS-12 to GS-13.

Theodore G. Shackley
Chief
Western Hemisphere Division

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REVIEWING OFFICIAL COMMENTS

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BUT HE IS A STRONG, VERY STRONG, OFFICER. HIS ABILITY TO HANDLE THE MOST DIFFICULT DETAIL SHOULD NOT DETRACT FROM HIS OVERALL CAPABILITIES. HE IS SOUND AS A ROCK, AND MERITS A PROMOTION, WHICH IS RECOMMENDED BY THE COS.

LESTER T. ARKLEIGH

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## TREASURY DEPARTMENT

UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20226

August 1, 1968

10.18.3206

The Honorable
Richard M. Helms
Director
Central Intelligence Agency
McLean, Virginia

Dear Dicks

As you know, the President and Mrs. Johnson visited Managua, Nicaragua on Monday, July 8, 1968, upon their return from the San Salvador Conference.

Assistant to the Special Agent in Charge Ronald M. Pontius of the Presidential Protective Division, has informed me that Mr. Joseph Piccolo and Mr. Carl Jenkins were of particular assistance in establishing and coordinating the relations with the Nicaraguan security organizations, and President Somoza's staff. Mrs. Elizabeth Jenkin's assistance as an interpretor was also greatly appreciated.

Personally and on behalf of the United States Secret Service, I wish to extend my mincere appreciation and thanks to the above mentioned personnel for the capable and professional manner in which they performed their duties.

Sincerely,

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James J. Rowley

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16 JUL 1983

MEMORANDUM FOR: Secretary, CS/CS Panel (Section 8)

SUBJECT

14-00000

Recommendation for Promotion to Grade GS-12--Mr. Joseph S. Piccolo

1. It is recommended that Mr. Joseph S. Piccolo be promoted to the grade of GS-12. Mr. Piccolo has been in grade as a GS-11 since September 1966 and is presently serving as an operations officer at Managua, Nicaragua.

- 2. Mr. Piccolo is a promising young officer who first entered the Agency in 1957 as a clerk in Agency Records section (RI). He also did a tour in the Records Section of the Mexico City Station. After a short separation for military service, Mr. Piccolo returned to the Agency and later was appointed to the Junior Officer Training Program. Since his completion of that program he has served in Headquarters and Mexico City as an operations officer prior to his assignment to Managua in March of 1968.
- 3. Mr. Piccolo has consistently received high ratings from his superiors in the field and at Headquarters. He is an active operations officer with a special flair for agent handling. He has a good command of the Spanish language, is a dedicated employee of the Agency and has a great deal of growth potential. Since going to Managua he has been in charge of the Managua Station during the home leave absence of the Chief of Station for a period of almost two months, during which time the Station continued its high level of performance. While this was his first period of his career where he had supervisory responsibility, he did show himself to have ability in this area and is a further inducation of his growth potential.

William V. Broe
Chief
Catom Wantanham Division

Western Hemisphere Division

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26 May 1967

Jestph Stice

MEMORANDUM FOR:

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14-00000

Chief of Station, Mexico City

SUBJECT

Notification of Designation as a Participant in the Organization

Retirement and Disability System

REFERENCE

: Book Dispatch 5096 dated 12 August 1965

- 1. You have been found to be qualified as a participant in the Organization Retirement and Disability System and have been so designated effective 7 May 1967
- 2. Although such designation under present statutes is viewed favorably by most persons, the regulation governing this retirement system gives the individual the right to appeal such a determination if he deems the designation adverse to his best interests. In order that this technical requirement may be satisfied, you are hereby notified of your right to appeal. An appeal with reasons therefore must be received in Headquarters within 60 days of the date of this memorandum or acceptance of designation will be assumed. Any questions that you may have in connection with your designation that cannot be answered by referring to referenced Book Dispatch should be forwarded to Headquarters.
- 3. We believe that the benefits of the Organization Retirement System are superior to the benefits of the Civil Service Retirement System. However, there are a few situations in which an employee at the time of retirement may have so many years of service (almost 37) that he would receive a higher annuity under the Civil Service System. Because of this, the policy decision has been made that a participant in the Organization System who would receive a higher annuity under the Civil Service System may, not later than one year prior to his retirement, apply to be removed from our system and transferred to the Civil Service System. Thus, you should not anticipate this contingency as a factor in deciding whether you regard your designation as a participant adverse to your best interests.

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JUL 1966

NEMORANDUM FOR: Secretary, CS/CS Panel (Section B)

Recommendation for Promotion to Grade GS-11, SUBJECT

Joseph S. Piccolo

1. It is recommended that Joseph S. Piccolo be promoted from GS-10 to GS-11. Subject has been stationed in Mexico City since April 1965.

- Chief of Station, Moxico City stated in his recommendation for promotion of Piccolo that Subject has been an unusually productive officer since his arrival in Mexico City. He is capable of carrying a large workload. He has initiative and drive and the quality of his work is uniformly excellent. His command of Spanish has enabled him to handle agents in that language without any difficulty. He has the ability to handle agents of widely varying ages and social levels. ability to make himself at once liked and respected has contributed to make him an excellent agent handler. He has put to good use the professional training he received as a member of the JOT program.
- The latest Fitness Report submitted on Subject dated 1 June 1966 gives subject an Outstanding in Agent Handling and an overall performance of Strong. This Fitness Report states that every operation assigned to Subject has shown marked improvement under his tutelage, that his operational reporting is exemplary, and that he has won the admiration and respect of his colleagues and agent assets alike. The Rating Officer states that he has never served with a more promising young case officer in his 18 years of KUBARK experience. Promotion of this officer is fully endorsed by the undersigned.

Chiof,

Western Hemisphere Division

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8 JUL 1965

MEMORANDUM FOR: CS/CS Panel C

SUBJECT

Proposed Nomination for Promotion to GS-10 Mr. Joseph S. Piccolo

- 1. Mr. Piccolo's work since completion of the Career Training Program has been reflected in a scries of progress reports.
- 2. At this time, in view of his pending transfer and my own, I should like to recommend him for promotion. His performance to date merits it.
- 3. As I have stated in his fitness reports and in recommending him for the Career Training Program, Mr. Piccolo already is a capable operations officer and has unusual potential. His experience, common sense and flair for operations make him even now the equal of most officers who are serving in grades considerably higher than his.

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William V. Broe Chief,
Western Hemisphere Division

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27 JUN 1963

MEMORANDUM FOR: Joseph S. Piccolo

THROUGH : : Chairman/CS Panel/Section D

SUBJECT t Application for Junior Officer Training Program

1. I am pleased to inform you that you have been accepted for the JOTP in the class of January 1964. Let me congratulate you and wish for you the maximum profit and pleasure from your proposed training.

- 2. You will remain in your present component until shortly before the beginning of the Integrated Training Program. At that time you will be reassigned.
- 3. Should you have any further questions, do not becitate to call on Program staff members.

151

MATTHEW BAIRD Director of Training

cc: Chairman/CS Panel/Sec. D

Distribution:

Orig - Addressee

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6 March 1963

MEMORANDUM FOR: Secretary, Clandestine Services Career

Service Panel

SUBJECT

3.3

: Recommendation for Promotion of Mr.

Joseph S. Piccolo .

1. It is recommended that Mr. Joseph S. Piccolo be promoted from GS-7 to GS-8. He has been in grade GS-7 since 19 July 1960 and was assigned to what is now the Special Assairs Staff (formerly Task Force W) on 27 August 1962.

- 2. As long ago as 16 June 1960 when he was a GS-6 Mr. Piccolo was considered to have merited promotion to GS-9, but an Agency policy precluding multiple grade promotions prevented his being considered for G8-9 at that time. He was promoted to GS-7 on 19 July 1960. On 4 May 1961 Mr. Piccolo was recommended for promotion to GS-8 at a time when he was expected to leave the Agency in order to comply with his obligation for military service. The recommendation was not approved on the grounds that promotion spaces were limited. Mr. Piccolo served in the Air Force between 4 October 1961 and 27 August 1962 when he returned to the Agency and began working in the CI Branch of the Special Affairs Staff.
- 3. Mr. Piccolo has demonstrated an aptitude for CI and FI operations and is one of the most promising younger men in the CI Branch. His performance since returning from military service has been superior in all respects.

4.	I am happy to recomme	nd Mr. Piccolo for promotion.
		Harold F. Swenson
		Harold F. Swenson C/SAS/CI
mı	nend Approval:	Lea 25 & Both E.

Desmond FitzGeral C/SAS

Recommend Approval:

SECPET

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Director of Personnal Central Intelligence Agency 2430 BET Street N.V. Unchington 25, D.C.

Drar Sirs

In accordance with the instructions I received upon departing the Agency for Military Duty, I hereby apply for reinstatement with the Agency, effective 27 August 1962. By Unit is scheduled for discharge on 24 August 1962.

Since I October 1961, I have been serving on active duty with the United States Air Force in the 121st Tactical Fighter Squadron which is a part of the 113th Tactical Fighter bing, and have been stationed at Andrews AFB, Washington, D.C. with the exception of several TDY trips as noted below. I have not left the continental limits of the United States in this term of Active Duty.

16 Cot 61 to 3 Nov 61 Nellis AFB, Las Vegas, Nevada
27 Nov 61 to 2 Doc 61 Nyrtle Beach AFB, Nyrtle Beach, S.C.
12 Feb 62 to 17 New 62 Nyrtle Beach AFB, Nyrtle Beach, S.C.
2 May 62 to 11 May 62 Robins AFB, Narner-Robins, Ga.

My duties have been as an Administrative Specialist, first in the Unit Maintenance Section them in the Unit Orderly Room, with an additional duty of acting First Surgeant and Disneter Control NOIC.

My financial situation dictates that I return to gainful employment at the excliest possible date, ergo the request for 27 August 1962. However, the need to attend to some personal affairs will require that I be absent from bashington D.C. for the week of 3 through 7 September 1962. Therefore, if at all possible, I would like to be placed on five (5) days of advanced annual leave for 3 through 7 September or five days LMF. If neither of the two aforementioned requests can be granted, then I request reinstatement effective 10 September 1962.

I do not enticipate any further travel iron the leachington D.C. eron prior to my release from active duty and will be evaluable for personal interview if desired. I may be contacted at the following address and phone number:

8307 Joseph S. Fiocolo AF22928914 121st Tactical Fighter Squadron Acress AFB, Vachington 25, D.C. Tal: 981-3218

Yours Sincerely,

Joseph & Piccolo 2

A.

(000)

/EEM

SSGT Joseph 3. Piccolo AP22928914 121st Tactical Pighter Squadron Andrews Air Force Base Washington 25, D. C.

Dear Mr. Piccolos

This will acknowledge the receipt of your letter dated 17 January 1962 regarding your unpaid annual leave.

We have been advised by our payroll office that a check for your unpaid annual leave will be mailed to you on 16 February 1962, in accordance with your request.

Very truly yours,

H. F. Heggen Office of Personnel

William Street or Chican

Distribution: O-Addressee 1-OFF 1-C/BSD 1-EGB Reader

OP/BSD/ERDougherty:lab (24 Jan 62)

121st Tactical Fighter Squadron Andrews Air Force Base Washington 25, D.C. 17 January 1962

Director of Fermonnel Central Intelligence Agency 2430 "E" Street N.W. Washington, D.C.

Dear Sir:

On 4 October 1961 I separated from the Agency as I was called to active duty with the United States Air Force in the defense mobilization. I left my annual leave, sick leave, and retirement accounts in escrow status as I planned to return to the Agency upon release from the military. I still intend to return to the Agency. However, I would now like to be paid in coin of the realm for the amount of annual leave which I left in escrow. It is further requested that my sick leave and retirement accounts be maintained on an escrow status.

Please forward correspondence on the above to the following address:

SSGT Joseph S. Ficcolo AF22928914 121st Tactical Fighter Squadron Andrews Air Force Base Washington 25, D.C.

> Yours Sincerely, Joseph S. Piccolo

1/2h/62 Mrs. Detty McMahon silvires me this a check for unpaid annual leave would be mailed to subject on 16 Feb 62. We forwarded thermafax of this letter to Payroll Branch for attention of Spr. This is, in adversance with her request.

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3 April 1962

Mr. H.F. Pepper Chief, Benefits and Services Division Central Intelligence Areroy Washington 25, D.C.

Dear Mr. Beggen:

Enclosed please find the signed Application for Leave as requested in your letter. Your attention and consideration of this matter in my behalf is grently appreciated.

Please forward any further correspondence on this matter to my address. at Andrews Air Force Base, Washington D.C.

Horing for an early release from duty and return to the fold, I remain,

Yours Simmerely.

Joseph S. Piccolo

SSOT Joseph 5. Piccolo, AFT?928911, 121st Tactical Fighter Equation Andrews Air Force base Washington 25, D. C.

Dear Mr. Plocolo:

inelames

We have reviewed your Agency personnel file in connection with your military separation which was effective 4 October 1961.

Our interpretation of Comptroller General rulings indicate that the provisions of Public Law 87-378 would preclude any further military leave for employees in your category during the calendar year 1961. However, this is not viewed as erasing your entitlement to military leave in 1962 for this period of active duty.

Our records reveal that you were granted 3 days military leave in October 1961 for this tour of active duty, and accordingly, we believe that you are entitled to an additional 12 days of paid military leave.

we have enclosed an Application for Leave (Standard Form 71) for your signature and return to us. We will complete the form for you and forward it to your effice for their approval.

Very truly yours,

H. F. Heggen Chief, Senefite and Services Division

Standard Form 71 Distribution: 0 - Addressee 1 - COC	4
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Form 1150

14-00000

Obsolete Previous Editions

## HEADQUARTED 110TH TACTICAL FIGHTER WING District of Columbia Air heticaal Guard Andress Air Force Base, Washington 25, D. C.

SPECIAL URBERS) NUMBER 228) 13 September 1961

1. By direction of the President, the following named Airmon, (ANGUS), are ordered to extended active duty IAM Special Order G-34, Hq Tactical Air Command, Dated 1 September 1961 Involuntary, IAM AFM 45-2, 1 May 1961.

ADN Numbers ANGU 962

ADN Number: ANSI 002.
ASSIGNMENT: Relieved from 121st Tactical Fighter Squadron (SD), District of Columbia Air National Guard, Andrews Air Force Base, Washington 25, D. C. and assigned to 121st Tactical Fighter Squadron (SD), Andrews Air Force Base, Washington 25, D. C., Tactical Air Command, with further assignment 12th Air Force:

REPORTING DATA: Effective-date of entry 1 October 1961. Individuals will proceed to Andrews Air Force Base, Washington 47. D. C. on effective-date of duty. Report to Commander, 121st Tactical Fighter Squadron (SD), not later than SECU, 1 October 1961.

ORBERAL INSTRUCTIONS: Continuation on setive duty is upon successful completion of physical examination to be accomplished as soon as practicable after reporting for duty unless already accomplished. Individuals not successfully completing physical examination will be processed for release LAW AFM 35-4. AUTHORITY: Authority confirmed by Public Law 117, 87th Congress; Hq USAF Mossage AFCOF 98401, 31 August 1961 and DAF AFOM. Letter 653M, 29 August 1961. TRANSPORTATION: Travel as directed is necessary in the Military Service. Travel by privately cured conveyance with NU days travel time authorized. If privately owned conveyance is not used, travel time will be the time of common carrier used. Transportation of dependents and movement of household goods is not authorized except as specifically provided by AFM 45-2.

FUNDING: AMM PAY & ALMS: 5723500 248-211 F514 5503725 0100

TRAVEL: 5723500 P534.02 S503725 2132 2290

## ALBEM

SSgt ARTHUR S JETT SR, AP13476686, PAFUC 431510, DAFSC 431510, (Date of Separations 8 April 1962)(HCR: Box 322A, 300 Belle Funte Lane, Clinton, Md)

SSgt HARRY E EMUTSOR, AF37562536, PAFSC 70250, DAFSC 70250, (Date of Separation: 12 November 1963) (HuRs 822 Green Street, Alexandria, Va)

SSgt BARRI G MADDEN, AF13463856, PAFSC 431510, DAFSC 431510, (Date of Separations 15 March 1963) (BCR: 7006 Greig St, Apt 28, Washington 27, DC)

SSgt MELVIN O MYERS, AP13535676, PAPUC 431510, DAPSC 431510, (Date of Separation: 1 May 1964) (HOR: 5411 Dumphrey Drive, Hasnington 28, DC)

SSgt GRANVILLE R NICHOLS, AF13464103, PAPSC 43151C, DAFSC 43171C, (Date of Separation: 5 May 1963)(HUR: 6423 Pendall Drive SE, Washington 20, EC)

SO 228 hQ 113TH TACFTAGE, DCAMA; Andrews AFB, Washington 23, 23, 13 Sep 61

SSgt JAMES J PENNINGTON, APIBARWAIA, PARSO ASISTO, DARSO 201510, (Date of Separation: 23 August 1962) (NCA: Cheltenham, Hi)

SSgt JOSEPH S PICCOLL, AP22928914, PAPAG 70250, DAFSG 70250, (Date of Separation: 8 September 1963) (Hid: 1850 Columbia Pike, Arlington 4, VA)

SSgtHARCLD S QUILLEN JR, AF13546060, PAFSC 27150, PAFSC 27150, (Date of Separation: 26 June 1962) (Nich: 3404 79th Ave 58, Washington 28, 50)

SSgt RAIMUND D SHAUVER, AF16431357, FAFSC 43151C, DAFSC 43151C, (Date of Separation: 24 February 1963) (HCH: Box [1, Clinton, Md)

SSgt ROBERT J SPEIDEL, AF22928352, PAPSC 431510, DAPSC 431510, (Date of Separation: 1 March 1962) (HCR: old stage Rd, Mitchellville, Md)

SSgt CLIFFORD N STONE, AP13466764, PAPSC 64650, DAFSC 64570, (Date of Separation: 13 March 1964) (Hull: 939 Emerson Street Md. Washington, MJ)

SSgt JUHN J TOLTONICZ, AV13444357, PARSC 43151C, DAFSC 43151C, (Date of Separation: 26 April 1964) (HUR: 122 78th St, Seat Pleasant, Mi)

ALC RUMALD E ANDERSON, AF22928298, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 24 September 1963) (BCA: 908 Hudson Ave, Takoma Park, Mi) (Over 4 Yrs Svc)

ALC RUBERT D BARNES, AF18501663, PAFSC 43151C, DAFSC 43151N, (Date of Separation: 7 October 1963) (HUR: 7608 Atwood Drive, District Heights, Mi) (Over 4 Yrs Svc)

Alc with: F BLOCK, AF22928211, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 10 March 1962) (HOR: 214 S. Adam Street, Arlington 4, Va) (Over 4 Yrs Svo)

ALC CARL W BRAGG, AF13574198, FAFSC 431510, DAFSC 431510, (Date of Separation: 12 August 1963) (BuR: 4 W. Malson Street, Apt 302, Alexandria, Va) (Over 4 Yro Svo,

ALC JIMM L CARTER, AF18496933, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 3 June 1963) (HOR: 4704 Hudson Ave, Apt 3, Washington 23, 33) (Over 4 Yrs Svc)

ALC EDWARD J JENKINS, AP22932705, PAFSC 43151C, DAFSC 43151C, (Date of Separation: 18 January 1963) (Buffi 3594 Martha Curtis prive, Alexandria, Va) (Over 4 Yrd

ALC FRANCIS M KOSCHEXA, AF23739492, PAFSC 43151C, CAFSC 43151C, (Date of Department of Page 100 of Pag tion: 7 April 1964)(HCR: 7354 Forrest Rd, Apt 201, Hyatteville, Mi)(Uver 4 Yre ove)

FOR THE CUMMANDER:

MERSON H CASHUCK

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MEMORANDUM FOR: Joseph S. Piccolo

VIA : Chief, WH

- 1. The problem of effective management of the operational records of the Clandestine Services is one of our most important responsibilities. In this connection, you have been selected by your Division, and authorized by the Clandestine Services Records Committee, to act as Records Officer for your component. Your selection is based on your professional qualifications to carry out an assignment requiring experience, judgment, and a knowledge of the objectives of the Clandestine Services. A copy of this memorandum will be placed in your official personnel folder to record your appointment as Records Officer.
- 2. You are to act on behalf of your Division or Staff element in authorizing the destruction of material of no value to the Clandestine Services in accordance with criteria established for this purpose. You are empowered to authorize the destruction of documents and index cards recommended for destruction by other members of your Branch, and to desensitize KAPOK and RYBAT material which is no longer sensitive or which has been restricted in error. Your signature will be recognized by RID as that of an officially appointed Records Officer.
- 3. At the meeting of 15 March 1960 , you were briefed on the details of your duties as Records Officer. It is now considered that you will be able fully to execute your duties as Records Officer and thus make a real contribution to the CS Records Management Program.

WENDELL E. LITTLE DDP/RMO

cc: Personnel Jacket of Addressee

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Air Pough

H04-7-242 RYBAT-0728

Chief, Wi Division

4 June 1958

Chief of Station, Mexico City

Administrative

Promotion Recommendation - PICCOLO, Joseph S.

ACTICH REQUESTED: Consideration of recommended promotion

- 1. It is recommended that describe promoted from GS-4 to GS-6. The has been in grade since 4 February 1977 and has been on duty at the Mexico City Station since 2 December 1957.
- 2. Since his arrival at this Station, where has demonstrated his ability to assume increasing responsibility and definite potential as a supervisor. He has displayed initiative and intelligence in the handling of records management problems and has come up with several time saving suggestions which have been adopted with resulting efficiency. He is a conscientious and very hard worker, putting in many hours of overtime in an attempt to bring the files up to date.
- 3. A separate dispatch is being prepared which will recommend a reorganization of the slots presently on the Mexico City T/O for the Registry Section, in order to bring the gredesinto a more realistic relation to the greatly increased workload which has developed during the past two years. A request for the reducation of Relation of Salot, Slot #BAP-402 to GS-7 will be included in this separate dispatch, along with appropriate jcb descriptions.

Winston R. Scott

3 June 1958

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3 - Mqs
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16 September 1957

PICCOLO, Joseph S.

Mexico City

File Clark\*

Subject will be blocking Secy-Steno slot

Robert S. WATTLES

13 February 1957

TO:

14-00000

CIA Security Control Officer

VIA:

Chief, Interim Assignment Section 11707
 Chief, Employee Services

FROM:

Joseph S. Piccolo

SUBJECT: Permission to continue in Course

1. It is requested that I be granted permission to continue in the following evening course at the University of Virginia's Northern Extension in Arlington:

U. S. History - Mondays - 7:00 to 9:40 P.M.

2. It is understood that tuition and all other expenses will be borne by the undersigned.

> Canpled Pierce Joseph S. Piccolo

Distribution:

Original and 3 - Employee Services 1 - IAS

APPROVED FOR THE DIRECTOR OF PERSONNEL

Suployee will make no reference to, or discuss his CIA connection, assignment or duties while participating in above activity.

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# Office Memorandum

File

DATE: 1/3.0/57

SUBJECT: Ciccolo Joseph

- Surgich called today and Joh manday, & Frances

30 January 1957

M.r. Joseph 2. Piccolo 2210 - 20th Etreet, N. W. Washington, D. C.

Dear Mr. Piccolo:

We are steased to inform you that your appointment with this Agency has been approved at Grade GS-4, salary \$3415.00 per annum.

Your permanent employment will depend upon the completion of the following processing at the time of entering on duty: taking the oath of office, signing a loyalty affidavit, participating in a final security interview and completing a medical examination which will include determination of physical health and emotional stability. Should anything of an unfavorable nature arise during this period, your employment will not result in a permanent appointment.

We hope you will be able to join us at an early date. Please telephone krs on Elecutive 3-6115, extension 2781, as som as possible, in order to arrange an entrance-on-duty date. If at all possible, we would appreciate your selecting a Monday.

Please report to the Receptionist at Curle Hall at 8:15 a.m. and ask for h.rs. on the reporting-for-duty date that you establish with this office. Curle Hall in located at the intersection of 23rd Street, Independence Avenue, and Ohio Drive, S. W., with entrance on Chio Drive.

The gross salary quoted will be subject to deductions for Federal income tax and  $\theta_k$  percent for the United States Civil Service Retirement Funi. In addition, the benefits of low-cost group life insurance are available to Federal civilian employees. The enclosed pamphlet outlines the features of the program and lists the amount which will be deducted from your salary each may period for this term insurance. This insurance is not obligatory. However, if you do not wish coverage, which is automatic, you should sign a Valver of Life Insurance Coverage form at the time you enter on duty.

You will not receive a manager your entrance on duty.	y check for	approxla	ately four	weeks
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Office Memorandum . United states government

#### 19 November 1956

Mr. Joseph S. Ficcolo 2210 - 20th Street, N. W. Washington, D. C.

Dear Mr. Piccolo:

This is to assure you that processing is continuing on your application for employment with this Agency.

Please advise us if any circumstance should arise which might affect your interest in employment with this organization.

Your continued interest and patience are appreciated.

H. G. Reynolds
Director of Personnel

Very truly yours,

12 September 1956

Mr. Joseph S. Piccolo 2210 - 20th Street, N. W. Washington, D. C.

Lear Mr. Piccolo:

A review of the medical history information which you submitted indicates that for proper medical evaluation it is necessary that you come to our medical office for a pre-employment medical examination which will include determination of physical health and emotional stability.

An appointment may be scheduled at 8:30 a.m., on any Tuesday, Thursday or Friday. Please advise Miss Ruth Griffin by letter, 24:30 E Street, N.W., Washington 25, D.C., or by telephone EXecutive 3-6115, extension 2781, of the date you will be able to report. We would appreciate your giving us at least two weeks advance notice. When you come for your examination, please report to our Medical Office in Central Building, 24:30 E Street, N.W. Inasmuch as some parts of the examination are given in the morning and others in the afternoon, it is necessary that you plan to be here the entire day.

We will not be able to reimburse you for any travel or incidental expenses which you incur for this purpose.

Very truly yours,

H. G. Reynolds
Director of Personnel

OP/CORRES/tjs(Griffin)

30 August 1956

Mr. Joseph S. Piccolo 2210 - 20th Streeth N. W. Washington, D.C.

Dear Mr. Piccolo:

We are pleased to inform you that your application for employment with this Agency has been reviewed with interest by appropriate officials and that actual processing has been initiated for a position at Grade GS-4, salary \$3415.00 per annum.

Your final appointment is dependent upon a number of factors including character and reference investigations, and other processing procedures which may require as long as 120 days. You may be sure that this processing is being accomplished as rapidly as possible.

During this period please notify us of any changes in your present status such as change in address, employment, marital status, etc. If it should develop that you cannot accept the position, please let us know immediately. If you have any questions concerning your application, please do not hesitate to get in touch with us. Your future correspondence or inquiries should be directed to the attention of hiss Ruth Griffin.

Members of this Agency are entitled to the regular United States Government leave and retirement benefits. Our salaries conform to the rates prescribed by Congress for United States Government agencies.

Thank you for your cooperation and patience during this waiting period.

Very truly yours,

H. G. Reynolds Director of Personnel

OP/Correw/sed/Griffin

SECRET (When Filled In)

14-00000

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Mr. Joseph Stephan Piccolo 2210 20th Street, H. W. Washington, D. C.

Dear Mr. Piccolos

Your application for employment with this Agency is presently under active review. Appropriate members of our staff will determine whether we have a position available for a person of your qualifications. Although we cannot predict the length of time needed for this review, we will make every effort to expedite a determination. Chould there be unavoidable delays in reaching a decision, we shall do our best to keep you as fully informed as possible regarding the status of your case.

In the meantime, if you should have any questions, feel free to get in touch with us by mail. We ask your patience and assure you of our desire to make the review period as short as is compatible with the careful evaluation to which we feel each case is cutitled.

Very truly yours,

H. G. Reynolds Director of Personnel

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#### CONFIDENTIAL

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### CENTRAL INTELLIGENCE AGENCY .... WASHINGTON 25, D. C.

Applicant Information Sheet No. 1

To all persons applying for employment with the Central Intelligence Agency:

This paper is the first step in applying for employment or consultant status with the Central Intelligence Agency. No application may proceed beyond this first step if the applicant is not in agreement with the conditions stated below:

#### General Considerations:

- 1. The National Security Act of 26 July 1947 (Public Law 253, 80th Congress) which created the Central Intelligence Agency places upon the Agency the responsibility:
  - a, "to advise the National Security Council in matters concerning such intelligence activities of the Government departments and agencies as relate to the national security;
  - b. "to make recommendations to the National Security Council for the coordination of such intelligence activities of the departments and agencies of the Government as relate to the national security;
  - c. "to correlate and evaluate intelligence relating to the national security, and provide for the appropriate dissemination of such intelligence within the Government . . .;
  - d. "to perform, for the benefit of the existing intelligence agencies, such additional services of common concern as the National Security Council determines can be more efficiently accomplished centrally;
  - e. "to perform such other functions and duties related to intelligence affecting the national security as the National Security Council may from time to time direct."

The special character of this national responsibility requires the Agency to maintain correspondingly special employment criteria which may be different from the routine or normal employment standards of other Government departments and agencies which do not have the highly sensitive responsibility borne by the Central Intelligence Agency. It follows that the investigation of applicants prerequisite to their acceptance is a time-consuming process which, in addition to loyalty and security checks, includes evaluation of competence, physical and emotional fitness, and availability of a suitable position at such time as employment may be offered. This is called "clearance" of an applicant.

- 2. Investigation of an applicant may reveal something which prevents his elemence perhaps something of which the applicant is genuinely unaware, perhaps something which only the special employment criteria of the Agency make unacceptable. In any event, adverse findings by the Agency are conclusive and final so far as the Agency is concerned, and no statement of specific reasons is made to the applicant.
- 3. Employment by the Central Intelligence Agency is not a right upon which an applicant can insist. Offer of employment which is subject to full clearance does not constitute a commitment on the Agency's part giving an unsuccessful applicant grounds for any claim against the Agency. Acceptance of employment upon the condition of clearance is at the applicant's risk, taken with the knowledge that a very substantial percentage of applicants are not cleared.

### Statement of Understanding and Agreement

14-00000

I have read, understand, and agree to the foregoing General Considerations. If not accepted for employment by the Central Intelligence Agency, I will make no claim or demand in conflict with those considerations.

I have also seen and read Applicant Information Sheet No. 2.

(Signature of Applicant)

#### SECRET

SELECTIVE SERVICE ACTION REQUES	10 October 1957
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## Office Memorandum . United States Government

Colonel Orner

14-00000

Gordon M. Stewart It Coulon It Stewart

SUBJECT:

PICCOLO, Joseph Stephan - Cancel Permission to Leave the Country and DIRECTED 4-F Deferment

It is requested that the Permission to Leave the Country granted subject on 18 November 1957 and renewed on 8 December 1959 be cancelled. Please also cancel the DIRECTED 4-F Deferment allowed on 18 November 1957. SSS Form 110 is attached; SSS Forms 300 have been destroyed.

Mr. Piccolo was born on 8 December 1935 in Yonkers, New York. His permanent address is 1636 N. E. 20th Street, Fort Lauderdale, Florida.

### Office Memorandum . United STATES GOVERNMENT

Colonel Omer

DATE:

Gordon M. Stewart 18 Gordon M. School

SUBJECT: PICCOLO, Joseph Stephan - Renew Permission to Leave the Country

It is requested that the Permission to Leave the Country granted subject on 18 November 1957 be renewed. SSS Form 300 issued on this date has been destroyed. Please retain the DIRECTED 4-F Deferment allowed subject on 18 November 1957. Subject will return by December 1960 at which time we will cancel his DIRECTED Deferment.

Mr. Piccolo was born on 8 December 1935 in Yonkers, New York. His permanent address is 1636 N. E. 20th Street, Fort Lauderdale, Florida.

14 December 1959

MEMORANDUM FOR: Chief, WH Personnel

SUBJECT:

SSS Form 300 for Joseph S. Piccolo

1. Forwarded is SSS Form 300 for Mr. Piccolo. While the Director of Selective Service has issued this permit for a period of two years, the files of this office and the office of the Director of Selective Service reflect a termination date of his overseas service of at least December 1960.

2. As we discussed earlier, this termination date has been set to avoid the possibility of Mr. Piccolo's authorized absence placing him in a position which might preclude the necessity of his meeting his military obligation as established by his local board.

J. L. Olmstead
Deputy Chief, Personnel
Operations Division

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Distribution:

Orig. and 1 - Addressee

1 - SSS File

OP/POD/JLOlmstead:ahw (14 Dec 59)

SECRET

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SECRET

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STAY CARD FORM NO. \$4

### Office Memorandum . United States Government

TO : Record

DATE: 29 Oct 57

FROM :S. Richelderfer

SUBJECT: Piccolo, Joseph Stephan

Subject was advised this date that the Agency would request a directed deferment. He was told the meaning of a "directed deferment" and advised not to contact his local board and they will not contact him. He was sent to see Captain Noble in Reserve Affairs Branch. Captain Noble was not in and subject was interviewed by Sgt. MacKenzie. I talked to MacKenzie and stressed the fact that subject should be advised to be sure to drop out of the National Guard. MacKenzie said that he would have to request to be put in a standby reserve status. This seems to be a satis factory arrangement, since we are requesting a directed deferment, the L.B. will not contact Piccolo.

MEMORANDUM FOR: Deputy Director of Personnel

SUBJECT:

14-00000

Mexico City Clerical Requirements

1. PAD has attempted to locate two suitable candidates for the WH vacancies who will not be eligible for the draft. Machine runs were used, as were file referrals, checks with approriate Administrative and Personnel representatives in Agency components, and a thorough screening of Tables of Organization. A total of 25 individuals at the GS-5 or lower level were checked out. One candidate was located, a Mr. William G. Rawls, Clerk, GS-4 with WB. He has been accepted by the Division for the January requirement. The January deadline was chosen for him because he will be able to pass the typing requirement for \_\_\_\_\_\_\_\_ We had mo success in finding a candidate for the 1 November deadline. All of the others were disqualified, largely because of marriage, unwillingness to accept the assignment.

2. Under the circumstances, it is recommended that Mr. Rawls be processed against the January requirement and that Mr. Joseph Piccolo, who was originally submitted for the November departure, be processed for the assignment, and that a directed deferment be requested for him.

Robert W. Sheay Chief, Personnel Assignment Division

Mouris.



14-00000

### NATIONAL HEADQUARTERS SELECTIVE SERVICE SYSTEM

WASHINGTON 25, D. C.

ADDRESS REPLY TO THE DIRECTOR OF SELECTIVE SERVICE

July 18, 1958

Attentions Colonel Omer

FOR PERSONAL ATTENTION OF STATE DIRECTOR

State Director of Selective Service 310 Charlotte Street St. Augustine, Florida

> Subject: Joseph Stephan Piccolo SS No. 8-44-35-664

Dear Colonel Wall:

Reference is made to our letter of November 18, 1957, advising you that the Director of Schootive Service had directed that the above-named registrant be classified in Class IV-F until further notice, under section 1622.60 of the Schootive Service Regulations.

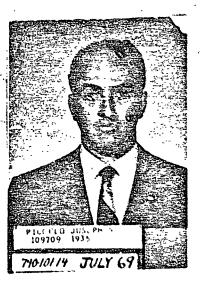
Mr. Piccolo has now received 858 Form No. 80 (Standby Reserve Questionmaire). Due to circumstances beyond his control, Mr. Piccolo is unable to complete this form, which is enclosed. Please return it to the local board with the instruction that it not be re-mailed until such time as the Director withdraws his directed classification of Mr. Piccolo under the Universal Military Training and Service Act, as amended.

For The Director,

DANIEL O. CMER Colonel, JACC General Counsel

Enclorure

cc: Mr. Gordon M. Stewart



14-00000

FOR PURPUSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, YOU ARE CESIGNATED EXEMPL.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

PICCOLU JUSEPH S

025658

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NOTIFICATION OF ESTABLISHMENT	DATE
OF MILITARY COVER BACKSTOP	21 January 1064
	21 January 1964
TO: X CHIEF, RECORDS AND SERVICES DIVISION	No. 1. American polymeras
CHIEF, OPERATING COMPONENT JOTP	PICCOLO, Joseph S,
ATTH:	FILE NO.
Mr. Wiley	1455
Pre-employment Cover Briefing	
MILITARY COVER BACKSTOP ESTABLISHED	
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NOTIFICATION OF CANCELLATION OF MILITARY COVER BACKSTOP	11 June 1963
TO X CHIEF, PERSONNEL OPERATIONS DIVISION	SUBJECT
CHIEF, OPERATING COMPONENT (For Action) 08	PICCOLO, Joseph S.
ATTN: Mr. White	
REF: Form 1322 dtd 4 June 63 removing	cover 4455
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15 August 1961 4455

MEMORANDUM FOR: Chief, Records and Services Division

Office of Personnel

SUBJECT

14-00000

: PICCOLO, Joseph B,

- 1. Cover arrangements are in process, and/or have been completed for the above-named Subject.
- 2. Effective 15 January 1961 , it is requested that your records be properly blocked recorded to deny subsective current Agency employment to an external inquirer.
  - . 3. This memorandum confirms an oral request of .\_\_\_\_\_

Acting Chief, Central over Group

cc: SSD/OS

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16 October 1957 C-1661 (Biladeau)

MEMORANDUM FOR: Office of Fersonnel

Records & Services Division

Counseling Eranch/CP

SUBJECT

: Joseph Stephan Piccolo (T)

1. It is requested that you close your records concerning subject to all outside inquiries regarding Agency connection from 16 October 1957 forward. You will be advised in the future if it is deemed advisable to reopen these records.

2. Thank you for your cooperation.

JOHN G. SOUPLAND

CHIEF, COB/NO

28 September 1961 File No. 4455

MEMORANDUM FOR: Chief, Records and Services Division

Office of Personnel

THROUGH

14-00000

Chief, PSD/OS

Attention: Mr. Robert C. Swendimen

SUBJECT

PICCOLO, Joseph S.

GS-7, WH - Cover Debriefing

1. Mr. Piccolo entered on duty with the Agency on 4 February 1957 and will resign on 4 October 1961. During his period of employment he utilized cover in Mexico from 1 November 1957 to 14 January 1960, and from 15 January 1961 to resignation used nominal Department of the Army cover in Headquarters.

- 2. Mr. Piccolo was instructed to indicate his employer for the entire period as CIA, 2430 E Street, N. W., Washington 25, D. C.
- 3. He was further instructed to indicate, whenever necessary, that he travelled, listing various countries en route to and from Mexico, but not reveal the specific location or details of his cover assignment.
- 4. Mr. Piccolo's forwarding address will be 1636 N.E. 20th Street, Ft. Lauderdale, Florida. His new employment is 121st Tactical Fighter Sq., Andrews AFB.
- 5. The above information is furnished for your guidance and inclusion in the Subject's personnel and security files.

Chief, Military Cover Branch, CCG

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"PAY ACJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 LA TITLE 5 U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF OUL AS PHOVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DOL DIRECTIVE LATED 8 CCTOBER 1562."

EFFECTIVE DATE OF PAY ACJUSTMENT: 09 OCTOBER 1577

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EFFECTIVE DATE OF PAY ADJUSTMENT: 12 OCTOBER 1975

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EFFECTIVE DATE OF PAY ABJUSTMENT: 14 OCTOBER 1973

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THIS EMPLOYEE HAS BEEN IDENTIFIED AS A C.I.A. EMPLOYEE FOR PURPOSES OF WITHOLDING STATE AND FEDERAL TAXES

DATE DESIGNATED

JANUARY 03 1961

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EFFECTIVE DATE OF PAY ACJUSTMENT: O7 JANUARY 1973-

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\*PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92=210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

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EFFECTIVE DATE OF PAY ADJUSTMENT O JANUARY 1972

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EFFECTIVE DATE OF PAY ADJUSTMENTS TO JAMAN 1971

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"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 DCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENTS 28 DECEMBER 1969

NEW SALAPY NAME SERIAL DRGN. FUNDS GR-STEP PICCOLO JOSEPH S . 025558 51 997 CF G5 12 3 \$15,138

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MPAY ADJUSTMENT IN ACCORDANCE WITH SECTION 217 OF \$5, 90-206 AND EXECUTIVE ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PREVIZED IN THE CIA ACT OF 1949, AS AMENCED, AND A DCI DIRECTIVE DATED 8 OCTUBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1988

tiEV SALARY

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14-00000

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MPAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DOL AS PROVIDED IN THE CIA ACT OF 1949, AS AMENOED, AND A-GOL DIRECTIVE DATED & OCTOBER 1982"

EFFECTIVE DATE OF PAY ADJUSTMENT! 14 JULY 1968

SALARY NEW

PICCOLD JUSEPH S 025658 51 650 CF GS 11 4 \$10,623 \$11,223

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\*PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-286 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE C1A ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTUBER 1967

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PICCOLO JCSEPH S 025658 51 620 CF GS 11 4 \$10,166 \$10,623

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MPAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962,"

EFFECTIVE DATE OF PAY ADJUSTMENT! 3 JULY 1766

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PICCOLO JOSEPH S

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MPAY ADJUSTMENT IN ACCORDANCE AITH SALARY SCHEOULES OF PL 39-301 PURSUANT TO AUTHORITY OF DOL AS PROVICED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DOL POLICY DIRECTIVE DATED 8 OCTUBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENTS 10 OCTOBER 1965

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ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

# GENERAL SCHEDULE RATES Federal Employees Salary Act of 1964

	1		Per A	nnum	Rates	and	Steps			<del></del>
GRADE -	1	2	3	4	5	6	7	8	9	10
GS- 1	\$3,385	\$3,500	\$3,615	\$3,730	\$3,845	\$3,960	\$4,075	\$4,190	\$4,305	\$4,420
GS- 2	3,680	3,805	3,930			4,305	4,430	4,555	4,680	4,805
<b>GS-3</b>	4,005	4,140	4,275	4,410	4,545	4,680	4.815	4,950	5,085	5,220
GS- 4	4,480	4,630	4,780	4,930	5,080	5,230	5,380	5,530	5,680	5,830
<b>GS-5</b>	5,000		5,330	5,495	5,660	5,825	5.990	6,155	6,320	6,485
GS- 6	5,505	5,690	5,875	6,060	6,245	6,430	6,615	6,800	6,985	7,170
GS- 7	6,050	6,250	6,450	6,650	6,850	7,050	7,250	7,450	7,650	7,850
GS- 8	6,630	6,850	7,070	7,290	7,510	7,730	7,950	8,170	8,390	
GS- 9	7,220	7,465	7,710	7,955	8,200	8,445	8.690	8,935	9,180	9,425
GS-10	7,900	8,170	8,440	8,710	8,980	9,250	9.520	9,790	10,060	10,330
GS-11	8,650	8,945	9,240	9,535	9,830	10,125	10,420]	10,715	11,010	11,305
<b>GS-12</b>	10,250	10,605	10,960	11,315	11,670	12,025	12,380	12,735	13,090	13,445
GS-13	12,075	12,495	12,915	13.335	13,755	14,175	14.595	15,015	15,435	15,855
GS-14	14,170	14,660	15.150	15.640	16.130	16.620	17,110	17,600	18,090	18,580
<b>GS-15</b>	16,460	17,030	17,600	18,170	18,740	19,310	19.880	20,450	21,020}	21,590
GS-16	18,935	<b>19,590</b> ¦	20,245	20,900	21,555	22,210	22,865	23,520	24,175	
<b>GS-17</b>	21,445	22,195	22,945	23,695	24,445			,		
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P. ORGANIZATIONAL DESMEATICES

14. CLASSIFICATION SCHEDURE (62. LR. or.)

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PREVIOUS CONTREMES: MESSEL BAIL

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II. POSITION TITLE

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NOTIFICATION OF PERBONNEL ACTION

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IN ACCORDANCE WITH THE PROVISIONS OF PURLIC LAW 87\*793 AND DCT MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

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II. POSITION TITLE

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NOTIFICATION OF PERSONNEL ACTION

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SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF MESONNEL 22. STATION 23 INTEGREE 24 Nagiri 25 Sale 58 8'8'# 28 DATE OF GRADE 27 DATE OF LET 29 63 04 23 63 12 ,0= ,35 04 20 BETIBEMENT DATA | 31 SEPARATION 32 CORRECTION/CANCELLATION BATA 33 SECURITY ; 34 SEE EOD DATA 35 VET PREFERINCE 36 SERV COMP DATE 37 LONG COMP CATE 22 CARRES CATEGORY PASCE : MEALTH INSURANCE 40 SOCIAL SECURITY BS 1101841 TAR DATA SIGNATURE OR OTHER AUTHENTICATION POSTED SECRET

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IN ACCORDANCE WITH THE PROJISIONS OF PURLIC LA . AT - 793 AND DOI MEMORANDOW DATED I AUGUST 1986 , SALARY IS ADJUSTED AS MOLLOWS, EFFECTIVE 14 OCTOBER 1962

FUNDS GRAST SALARY NEW NEW SERIAL 28011

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1. POSITION TITLE					12 POSITIO	M MUMBER	13 CAREER SERVICE O	Braut en
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SECRET (when filled in) NOTIFICATION OF PERSONNEL ACTION PAS: 22 JULY 1960
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# PREVIOUS ASSIGNMENT

14. Organizational De:	ignations	,	Code	15. Locatio	n Of Offi	cial Station		Station Code
DDP WH BRANCH 4			4617	WASH.,	D.C.			75013
16. Dept Field 17.	Position Title			· • • • • • • • • • • • • • • • • • • •	18. Posit	ion No.	19 Serv.	20. Occup. Series
Uslid - 4 frgn - 6 2 IN	TELL ASST				0629		GS	0301.28
21. Grade & Step 22.	salary Or Rate	23. \$D	24. Date Of Gre	oda   25. PSI [	)ua	26. Approp	priation Nu	mber
06 2 5	995	D	Mo. Da. )		a. Yr. 6   60	0235 10	000 1000	)

## **ACTION**

27. Nature Of Action	Code	Mo. Da. Yr.	29. Type Of Employee	Code	30. Separation Data
PROMOTION	30	07   24   60	REGULAR	01	

### PRESENT ASSIGNMENT

	1				•		
31. Organization	al Designacions		Code	32. Location	on Of Official Statis	on	Station Code
DDP WH BRANCH 4	•		4617	WASH.,	D.C.		75013
33. Dept - Field Dept - 9 Code USIId - 4 Fran - 6 2	34. Position Title				35. Position No. 0629	36. Serv. 3 GS	7. Occus. Series 0301.28
38. Grade & Step	39. Salary Or Rate 5.355	M		oda 42 PSI 1 Yr. 110 D 60 07 2	5. Yr.	propriation Number 1000 1000	ber
44 Remarks		10-T	UD OUK		ŧ		

SECRET

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED. 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SFRIAL GR-ST OLD SALARY NEW SALARY

PICCOLO JOSEPH S 125658 46 17 GS-06 2 \$ 4,640

> /S/ EMMETT D. ECHOLS DIRECTOR OF PERSONNEL

<b>9≥4</b>		SE	CRET	
<del>, -</del>		WHEN	ru.Led	17
	NAME			
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SECRET DDP/WH ? PICCOLO JOSEPH S OLD BALARY RATE NEW BALARY RATE 37EP GRAGE GRADE \$ 3,415 REMARKS Des officed 9/1/58 Lo GS-4-2 "3.500 per advices from UV Payre to Cadau Dicknow X 2 8/1/59 CERTIFICATION I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY. 15075 SIGNATURE OF SUPERVISOR TYPES OR PRINTED, BANE OF SUPERFICE ROBERT N. DAKLGREN 21 Jan 58 Robert W Frakly PERIODIC STEP INCREASE - CERTIFICATION SECRET PERSONNEL FOLDER ......... 560

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AES: 25 JUI	NE 1959	NOTIFICATIO	ON OF PE	RSONNE	L ACTION	l	
	2. Name (Last-First-	Middle)		Mo. Du.		Prof 5. Son	6 CS - FOD   Ma.   Vr.
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14. Organizational	Designations		Con	15. Locatio	on Of Official St	ation	Station Code
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27. Nature Of Action	on /	Code 98.		29. Type O	Employee	Code	30. Separation Data
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Nature Of Action  Code 28. Eff. Date 29. Type Of Employee Code 30. Separation Data Ma. Da. Yr.  Mo. Da. Yr.  Mo. Da. Yr.  No. Da. Yr.  PRESENT ASSIGNMENT  Code 32. Location Of Official Station  Station Code 32. Location Of Official Station  No. H111  ICO CITY, MEXICO STATION  No. Date Official Station  No. Date Official Station  Station Code 35. Position No. 36. Serv. 37. Occup. Series 0513  Station Code 35. Position No. 36. Serv. 37. Occup. Series 0513  MAIL AND FILE LIK  Grade & Step 39. Solary Of Rate 40. 60  Ma. Da. Yr.  No. Date Official 49/PSI Due 43. Appropriation Number 106 No. 158 N	<b>2</b>	\$ 3850	<b>QS</b>		7 92 0	58 8/3570	55 060	J
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PRESENT ASSIGNMENT  Code 39. Location Of Official Station  Station Code  WH  NCH 111					İ			
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1   34. Position Yirld   36. Position No.   36. Serv.   37. Occup. Series   1   3   5   MAIL AND FILE CLK   0518   CS   0305.05	ANCH 111	MEXICO STATI	w	1652	MEXACO C	ITY_ MEXICO		45075
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GENERAL SCHEDULF SALARY INCREASE RETROACTIVELY EFFECTIVE 12 JANUARY 1958 AUTHORIZED BY P. L. 65 - 462 AND DC1 DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

BYAKE SERIAL GRADE-STEP OLD SALARY NEW SALARY PICCOLO JOSEPH S 525658 GS-04-2 \$ 3,500 -..

> GORDON M. STEWART /S/ DIRECTOR OF PERSONNEL

	<u> </u>	10001.0100	<del></del>
_	NOTIFICATION OF P	ERSONNEL ACTION	
I/ICC  1. Sorial No.   2. Name (Last-First-	Middle)	3 Date Of Birth 4. Vet. Prof. 5	6 CS - EQD
		Mo. Da. Yr. None-O Code	Mo.   Da.   Yr.
525358 PICCOLO JOSE		12 0° 25 5 10 Pt-2 0 M	1 02 04 57
	CSC Or Other Legal Authority	10 Apmt Alliday 11, FEGLI 19	ICD 13. 8.14.17160
Mo. Da. Yr. Yos. 1 Code 12 27 54 No. 2 1 55	ע בכל אספע		Ds. Yr. Ym 1 Code 04 57 No 2 2
•	PREVIOUS AS	SSIGNMENT	
4. Organizational Designations	Coxid	15. Location Of Official Station	Station Code
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ANALYSIS AND CPERATIONS	- · ·	Χ.	
INDEX SECTION		WASH. D. C.	
6. Dept Field 17. Position Title		18. Position No. 19.5	erv. 20. Occup. Series
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7. Nature Of Action	Code 28. [II. Date		ode 30. Separation Data
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6	PRESENT ASS		
1. Organizational Resignations	Code	32. Location Of Official Station	Station Code
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on . 5 5 MAIL AND FILE	CLEPK	5 GS	0205.05
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STANDARD FORM 30 (8 PART)

14-00000

F.J. 20 Dec 1757 NOTIFICATION OF PERSONNEL ACTION 6091 TOB 3. JOURNAL OR ACTION NO. 4. DATE 2 DATE OF BIRTH 125858 4 To: r mry 1957 9 Dec 1935 PR. JOSYPH S. PIGICLO This is to notify you of the following action affecting your employment: 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 6. EFFECTIVE DATE S. RATURE OF ACTION CUSE STANDARD TERMINOLOGY) 50 TE A 103 1 4 Feb 1957 RECEPTED APPOINTMENT A POLITICA TITLE File Clark 177-424-09 us-0305-01-4 \$3415.00 per amma Records Integration Division Analysis & Operations Branch Index Section 11. NEADGUARTERS Washington, D. C. DEPARTMENTAL 12. FIELD OR.DEPT'L 71010 DEPARTMENTAL 'LS. VETERAN'S PREFERENCE 14 POSITION CLASSIFICATION ACTION NONE WHII OTHER 5 PT. 10 POINT MEN VICE I. A REAL SDILB 15. SEX 16 APPROPRIATION 18 DATE OF APPOINT. MENT AFFIDAVITS (ACCESSIONS CHLT) 17 SUBJECT TO C S BETINEMENT ACT 19 LEGAL RESIDENCE CANHED | PROVED 4 Feb 1957 STATE: Ployles RC-101 Surject to the artisfactory completion of a trial period of one year. Subject to the satisfactory completion of a sadical constitution. Pay rate shown is subject is subject to adjustment upon verification of prior Service 2/1/57 DOC 2/1/57 GNOD: 2/1/57 LO d Felder Requested .... 800 F6 1 5 2/9/58 Indials ..... Caro and Source & Source Property and selections Director of Personstill 4. PERSONNEL FOLDER COPY

FITNESS REPORT	
SECTION A 265 44/9/4 GENERAL INFORMATION	
025658 Piccolo, Joseph S. 8 Dec 35	GS-13 DA
025658 Piccolo, Joseph S. 8 Dec 35 III	10 0 0
Ops Officer DDO/CI/O/C/LA Hqs	X nec.   lit
A CONTRACTOR OF THE CONTRACTOR	ICIAL
couract   Section   DIMER   10 Ct 78 - 30 Sept 79	E 19 0,P,
ECTION B QUALIFICATIONS UPDATE	
QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS AFFACTED TO THIS REPORT, PLAI FORD YES IN THE BOX TO THE RIGHT, IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT	
ECTION C PERFORMANCE EVALUATION	
- Unsatisfactory Performance is unacceptable. A rating in this cutegory requires immediate and positive remedial action. The record range from counseling, to further training, to placing on probation, to reassignment or to separation. De	nature of the action
& proposed in Section D.	
tales at recommended should be described  Proficient Performance is satisfactory. Descret results are being produced in the manner expected.	14
Strong Performance is characterized by exceptional proficiency.	• •
<ul> <li>Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of a work as to warrant special recognition.</li> </ul>	others doing simil
SPECIFIC DUTIES	
t up to size of the most important specific, duties performed during the rating period. Insert rating letter which best describes the manner in Forms EACH specific duty. Consider ONLY, effectiveness in performance of that duty. All employees with supervisary responsibilities MU ir ability to supervise (indicate number of employees superrised).	which employee SI be rated on
ECIPIC DUTY NO. 1	CT LETTER
Serve as senior CI coordinator for LA Division; to monitor the Division's ctivities; to provide guidance and support for its CI problems and operation	ie i
· · · · · · · · · · · · · · · · · · ·	's S
SCIFIC DUTY NO. 8	RATING
Participate in Counterintelligence and Operational Security Surveys.	
	S
SCIPIC DUTY NO. 8 SCROON LA Division traffic containing items of CI significance, mintain	RATING
Screen LA Division traffic containing items of CI significance; maintain aison with other CI components of the USG; perform special CI case assignates.	s
ICIPIC DUTY NO. 4	RATING
Maintain CI working files including basic information on the CI objectives Division.	of S
CCIPIC DUTY NO. 8	RATING
	LETTER
CIFIC DUTY NO. 8	RATING
	: LETTER
OVERALL PERFORMANCE IN CURRENT POSITION .	
hits account everything about the employee which influences his effectiveness in his current position such as performance of specific dut	MATING
uction), conduct on seh, cooperationers, pertinent personal treats or habits, and particular limitations or talents. Based on your knowle makespas, control performance during the righting period, place the letter in the rating bas corresponding to the attended which must y estimate be breat of performance.  DERIVATIVE OLDY 05.7260	1
CLASSIFICATION TO MINING DEL 9	1

SECTION D	NARRATIVE COMMENTS
	esses demonstrated in current position keeping in proper perspective their relationship to averall performance. Stat
	work performance. Give recommendations for training, Comment on foreign language competence, if required for
managerial or successively deties and a	atings given in Section C to provide best basis for determining future personnel action. Manner of performance cost consciousness in the use of personnel, space, equipment and funds, must be commented on, it applicable
eatra space is needed to complete Section	
M. Diaman Nec	12 8 10 M 13.
Mr. Piccolo's wrote	experience in LA Division and Cuban operations, his inquisitive
	t stylevennd his keen analytical skills, superbly qualify him CI Staff coordinator for LA Division. One obvious measure of
	effectiveness, is that in any given week he receives more
	CI file reviews, and other forms of CI support, than any of our
	ordinators On the other hand, because of his in-depth, across
	LA's operational activities, he represents a unique resource
	r has to respond knowledgeably and rapidly to inquires from the
	d matters. On that score alone, C/CI has commented on his deep
satisfaction with Mr. F	Piccolo's impressive performance.
During the year, Mr.	Piccolo led the team which conducted an in-depth CI and
	and The final report
was well received by th	
	I recommendations before its return to Headquarters. As with
	, thestudy was forwarded to the DDO and the DCI for
	Piccolo is one of the more experienced survey officers, having
participated in or led	five station survey exercises in AF and LA Divisions.
ļ.,	//continued//
SECTION E	CERTIFICATION AND COMMENTS
	1. BY SUPERVISOR
MONTHS EMPLOYEE HAS GEEN UNDER MY SUPERVISION	IN THIS REPORT HAS NOT BLEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
14	0.2.8 13 P M U
DATE .	DEFICIAL TITLE OF SUPERVISOR TYPED OF PRINTED NAME AND SIGNATURE
10 000 1979	
	Chief, CI/OG/OC
	2. BY EMPLOYEE
I HAVE OR HAVE NUT A	
STATEMENT CONCERNING THE SUP- EVALUATION OF MY PERFORMANCE	
The state of the s	3. BY REVIEWING OFFICIAL
COMMENTS OF REVIEWING OFFICIAL	•
Mr. Piccolo is a	very competent, serious and ambitious officer. As the senior
	Division, he has represented the Staff extremely well and,
	ensured rapid, professional and informed follow-up on counter-
•	and leads in that active area. He knows his client division
•	support are regularly sought, and he has an unusual ability to
in LA Division hold hi	itials of a given operational matter. All with whom he deals
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The operational traffic Mr. Piccolo screens for the "front effice" is usually accompanied by pertinent insights on the significance of the development or event reported. He has been praised more frequently for his commentaries than any of our other coordinators, which is another reflection on his intimate familiarity with
the LA operational scene. Numerous examples of his productive and versatile service to the Division and Staff can be cited but we will note for the sake of brevity only three to underscore out point. (1) For the past two years he has been the guiding and principal referent on a joint Agency/FBI proposal which would enable the FBI to
His perseverance in shepherding the instrument through its various approval stages in the Agency and the Department of Justice, is finally paying off with the recent notification that the SCC/CI had informally approved the agreement. (2) This past summer Mr. Piccolo was temporarily assigned to assist NE Division as a consultant, because of his expertise, in a case involving a Ultimately Mr. Piccolo participate directly in the fassessment process, and was a key factor in finally
persuading the  Finally (3), he has quite justifiably earned the reputation (per student critiques and faculty commentary) as one of the most effective instructors on the CI Staff. He lectures regularly in the CI and BOC courses, and participates in the and seminars for our military and FBI colleagues.
Again, Mr. Piccolo's performance during this past year, as in previous years, reflected a sustained superior effort, which, I am convinced, will continue to be the pattern in the future.
SECTION E REVIEWING COMMENTS (continued)
Rating officer properly highlights Mr. Piccolo's determination and perseverence in pushing a major joint CIA-FBI program through Washington's often unbelievable bureaucracy. A lesser man would have thrown in the towel long ago. Mr. Piccolo, understanding the importance of this proposal, was determined to "hang in there;" success resulted.
A veteran CI survey officer, Mr. Piccolo headed a team

benefit from these.

14-00000

Major contamination via Philip Agee has severely limited this officer's ability to serve in his area of specialty, Latin America. Nonetheless, we need to identify in the not too distant future a challenging oversess assignment that will take advantage of his impressive operational skills and experience. He is patently an officer with highly developed on-the-street instincts and, if he is to achieve his considerable potential, needs additional oversess postings.

In the meantime we are fortunate indeed to have him on our Staff; he is one of our heat. I unheatfatingly concur in the Rating Officer's letter grades and narrative comments.

14 Harch 1979

Mr. Joseph S. Piccolo, Jr. CI Staff/Operations Group MEMORANDUM FOR:

Operations Coordination Branch/LA

SUBJECT

Letter of Instruction

### General:

1. As the Latin America Division Coordinator for the Operations Coordination Branch, CI/OG, your basic duty is to serve as the initial and principal point of contact between the CI Staff and LA Division with respect to counterintelligence activities involving the Division and its respective Stations. position of Coordinator has certain liaison aspects it also requires that the incumbent, in support of the DDO's objective to reintegrate CI disciplines within the Operations Directorate, take an active role in stimulating CI practices and operations in LA Division. Accordingly, you are expected to be fully knowledgeable of the missions and responsibilities of the Cf Staff (See DDO Notice No. 1-1339, dated 16 July 1975; DDO Notice No. 51-54, Coordination on Counterintelligence Matters, dated 4 May 1976); and in general the interests and activities of the other functional branches of the Operations Group as they relate to LA Division. To enable you to accomplish your specific duties you will be supported by an Assistant LA Coordinator.

### Specific Dutles:

- 2. As the LA Coordinator, your major continuing duties will be:
  - To develop close and affective working relationships with LA Division to ensure you are currently and fully aware of CI problems and activities in that Division; to provide LA Division with guidance and support for its counterintelligence operations.
  - b. To participate when requested in the planning and conduct of field Counterintalligence and Operational Security Surveys designated by the C/Cl Staff.

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- c. To menitor and screen LA cable traffic and select items of CI significance for routing to appropriate CI Staff components, together with supplemental information as needed; to maintain liaison with other USG components as appropriate; to perform special assignments on CI cases as may be required by CI Staff.
- d. To maintain CI working files, including basic information with respect to the CI Objectives of each LA Division Station.
- e. To serve as back-up Coordinator for other divisions as may be required, and as your work schedule permits.
- 3. During your assignment to CI/OG/OCB Fitness Reports on your performance will be based on the provisions of this LOI. Any major changes in this LOI will be made in writing and will require your signature to be effective.

Chief, CI/OG/OC

I have read and understood the above.

Joseph S. Piccolo, Dr. LA Division Cl Coordinator 14 May 77

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S T C R I T CLASSIFICATION

SECTION D	NAKKATIVE COMMENTS
	successmentated in current position keeping in proper perspective their relations ip to overall performance. State
suggestions made for improvement of s	nock and remains. Give recommendations for theming. Comment on foreign language competence, if required for
	ings given in Section C to provide best basis for determining future personnel action. Manner of performance of
	the communication the use of personnel wide equipment and funds, must be commented on, if applicable If
estra space is needed to complete Section	n or orone o expension meet of paper.
	riod under review Mr. Piccolo was the senior referent
in the Branch for L	A Division affairs. In this capacity he functioned
most effectively an	d efficiently, and fully exploited his more than 17
year's association	
With respect t	o Specific Duties, No's 3 and 5 are pretty much self
	the bread-and-butter type activities that provide you
	reaching other responsibilities and keep you au
	nal conditions. There is no rating for No. 4 as this
activity this year	was handled by O/C/CI.
	ecific Duty No. 1., Mr. Piccolo has had several field
	in LA Division plus several at Headquarters. He
	continuing contact with country desks and staff offi-
	priate has initiated operational comments and sugges-
	, when reviewing the traffic from an
reporting source	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	I sent forward a memorandum outlining these indication
	ng to them for further action. On another occasion
when a	he again approached COG
L	-Continued -
ECTION E	CERTIFICATION AND COMMENTS
	1. BY SUPERVISOR.
IONTHS EMPLOYEE HAS BEEN INDER MY SUPERVISION	IP THIS BEPORT HAS NOT BEEN SHOWN TO EMPLOYEE GIVE EXPLANATION
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i Dec 78	DC/OG/OCB John F. Markhame 2/262
	2. BY EMPLOYEE   BIGNATURE OF EMPLOYEE
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TATEMENT CONSERNING THE SUPE VALUATION OF MY PERFORMANCE	
	3. BY REVIEWING OFFICIAL
OMMENTS OF REVIEWING OFFICIAL	W. W. 116 A 1 2 And 1 1 1 And 1 1 1 And 1 And 1
	is one of the most thorough and balanced from a substantive
	wed in some time. I find it to be accurate from my perspective
and reflects my own con	tention that Hr. Piccolo is for his grade one of the most
productive, aggressive	and versatile officers we have in the DO.
	,
	Piccolo received a QSI in recognition of his fine performance
	the previous year. There is no question that a sustained
superior effort on Nr. I	Piccolo's part will continue to be the pattern in the future.
le has a prosperous carr	eer anead of him.
TE	FFRE SILVE OF BEVIEWING WESTIGGE TYPES ON PRINTER NEW SAND SIGNATURE
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December 1978	Chief, C1/0/C
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Continuation of Fitness

Joseph S. Piccolo

14-00000

and outlined to them the reasons he believed the
COG agreed to withold any attempts at operational exploitation
With respect to Duty No. 2, usually focused on the activities of
while his colleague focused on those of In any event,
each could readily fill in as substitute if the other were absent. The
range of operational initiatives available to us in these cases is, for
the most part, limited and our main in-put is in terms of area knowledge
and operational experience. Nevertheless, Mr. Piccolo did address him-
self to the problem of coverage of
when travelling overseas and drafted a general consent agreement for
The
suggestion is in the hands of the military services the FBI and Agency
legal authorities and its ultimate fate is not known.
In terms of ad hoc assignments Mr. Piccolo has participated in two
CI Operational Surveys, n
he was the team leader. A
by and
determine the capabilities
and to
The are time
consuming and taxing, requiring a review of all pertinent Headquarters
files, all
operational personnel, and then return to Hqs. to compile a report that
may run as few as fifty pages or more than one hundred. The reports
are addressedthe DDO, although the DCI has instructed
that he be routinely included on the distribution of each report. Mr.
Piccolo's level of performance is reflected in the fact that was
his fourth survey.
In another ad hoc activity Mr. Piccolo was responsible for retriev-
ing a proposal regarding joint activities with the FBI in a very sensitiv
area from the Bench Mark paper being submitted to the National Security
Council/Special Coordination Committee NSC/SCC) on counterintelligence
programs, and suggesting that it be submitted jointly with the FBI to
appropriate USG authorities. This suggestion is currently being imple-

mented and in so doing has required consultation and meetings with the IBI from the working level to very senior officers.

Mr. Piccolo is an experienced and professional officer requiring a minimum of supervision. He is aggressive, imaginative and has demonstrated his initiative. He writes well and is even stronger in his verbal skills. He can defend his position vigorously and skillfully but is disciplined and will accept the final decision if contrary to his own view without promaing. He has an engaging personality. I would be happy to serve with him again either at higs or overseas.

SICRIT



1 September 1978

MEMORANDUM FOR: Mr. Joseph S. Piccolo

CI/LANE Section

SUBJECT

Letter of Instruction

#### I. Introduction

This LOI is intended to provide you with the general missions and goals of the Operations Coordination Branch (CI/OC) and the specific duties which you, as an officer in the LANE Section, have been assigned.

#### II. Operations Coordination Branch - General Missions and Goals

CI/OC is responsible for monitoring and coordinating the activities of CIA and other U.S. agencies, and providing appropriate support and guidance to such activities. It conducts CI and Operational Security Surveys of Directorate field stations, and manages certain select, sensitive foreign CI operations. It investigates and issues the necessary approvals for the operational use of all and assists in the monitoring of agent performance for CI purposes. It contributes critiques annually to EPDS on the progress of and in general monitors the counterintelligence performance of CIA elements in accordance with the pertinent protions of Executive Order 12036.

III. The Operations Group was reorganized in December 1977 and its functions and responsibilities were restructured along geographic lines. The effect was an amalgamation of the former Area Operations Branch and the functional branches into three geographic components consisting of an EAAF Section, a EURFR Section, and a LANE Section. Also at that time, the Clearance Section, formerly the Ops Clearance Branch, R&A Group, was transferred to CI/OC

#### IV. Specific Duties

As an officer in the LANT Section, CI/OC, your duties are as follows.

F2 IMPDET CL BY 057250 2. To screen non-restricted DDO operational telecommunications in the LA area for selection and routing of items of CI significance to appropriate Branch and Staff officers.

3. To assist in the review and conjunction with the central referent	t, of
cases in vour geographic area was and other U.S.	igencies; and to help
manage certain select, foreign CI cas  4. To monitor	to
in your geographic area,	

5. To participate in the LANE Section contribution to an overall CI Staff annual evaluation of the counterintelligence program conducted under the Operating Directive of the respective stations in the LA area.

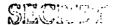
During your tour with CI/OC fitness reports on your per formance will be prepared and based on the provisions of this LOI. Any major changes in your duties will be made in writing with your concurrence and will require your signature to be effective.

I have read and understood the above:

Joseph S. Piccolo

John F. Markham

1 Sep. 7 ) 8



1 September 1978

MEMORANDUM FOR: Mr. Joseph S. Piccolo

CI/LANE Section

SUBJECT

Letter of Instruction

#### Introduction

This LOI is intended to provide you with the general missions and goals of the Operations Coordination Branch (CI/OC) and the specific duties which you, as an officer in the LANE Section, have been assigned.

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#### Specific Duties IV.

As an officer in the LANE Section, CI/OC, your duties are as follows.

> F2 PUPPET CL BY 057250

Develop and maintain close and effective working relationships with LA Division personnel in support of DDO counterintelligence operations and activities; and to provide guidance and support in the furtherance of those operations and activities.

2. To screen non-restricted DDO operational telecommunications in the LA area for selection and routingof items of CI significance to appropriate Branch and Staff officers.

3. 10	assist in the review and coordination, in
	with the central referent, of:
cases	in your geographic area which are
by	and other U.S. agencies; and to help
manage certa	in select, foreign CI cases.
4. To n	monitor
	in vour ecographic area, including
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To participate in the LANE Section contribution to an overall CI Staff annual evaluation of the counterintelligence program conducted under the Operating Directive of the respective stations in the LA area.

During your tour with CI/OC fitness reports on your per formance will be prepared and based on the provisions of this LOI. Any major changes in your duties will be made in writing with your concurrence and will require your signature to be effective.

I have read and understood the above;

	CLA	SSIFICATION					
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SECTION A	GENERA	L INFORMATIO			·····		1
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	o, Joseph	F/DIV'NG OF #3316	أجروبيت	8 Dec 35		S-13	DAG
Operations Officer		0/C1/0G/S0		HOS	1	N 105.	100
11. TYPE OF APPOINTMENT		0,0,0,00		TIPE OF REPORT	r:	1	
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CONTRACT SPECIAL OTHER	1 0c	t 76-30 Sep	77	31 Oc			,
SECTION B		TIONS UPDAT				<del>\</del>	
IF QUALIFICATIONS UPDATE FORM IS BEIN WORD "YES" IN THE BOX TO THE RIGHT, IF	G SUBMITTED WITH NO CHANGES ARE						,
SECTION C	PERFORMAN	CE EVALUATIO	N				
U-Unsatisfactory  Performance is unocceptable could range from counseling or proposed in Section D.	. A suting in this cate	egory requires immedia	are and	positive remedial activising selgnment or to sepa	ion The nat tration. Desc	ture of the	action n taken
M-Marginal Performance is deficient in taken or recommended show	some aspects. The reasonable be described,	ons for assigning this	rotung sk	would be stated in Se	ktion D and	remedial	actions
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and/or operations.					,		s
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14-00000

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demanstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training Comment on fareign language competence, it required for current position. Amplify or explain ratings given in Section C to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If eaths space is needed to complete Section D, attack a separate sheet of paper.

Mr. Piccolo is an integral part of the Special Operations Branch which, in way of explanation, is charged with undertaking certain sensitive operations assigned by Chief, CI; it is also responsible for a variety of ad hoc requirements not normally found elsewhere in the DDO which require the handling of off beat but CI related investigations; and in rendering support to the Mr. Piccolo in the fulfillment of these assorted tasks of the Branch has demonstrated discretion, tact, flexibility, open mindedness, operational knowhow and good common sense. He is viewed as a highly experienced, completely dependable officer, requiring a minimum of supervision. He does, however, know when to seek guidance and accepts it with good cheer. His approach to operational problems is based on a solid appreciation of what is required and is not afraid to express his views on a problem when necessary, but he will implement a decision once made. These attributes coupled with his fairness, single minded approach to his work and dedication, mark him as a professional in the true sense of the word.

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SECTION E	CERTIFICATION AND CO	
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	3. BY REVIEWING OF	
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FITNESS REPORT October 1977 Joseph S. Piccolo

# SECTION D NARRATIVE COMMENTS - /Continued/

in addressing the specific duties, Mr. Ficcolo has
been engaged during the past year in the exploitation of
which has resulted in
a of some
In the furtherance of this project he supervised, with an
even hand, one intelligence assistant. Mr. Piccolo has
been called upon to support CI activities requiring
in support of joint Agency and
objectives. He executed these assignments with a singular
degree of professionalism. Recently he organized and ran
a CI training course This required
the preparation of course material in and person-
ally delivering lectures in the language. The
Station described this effort as an outstanding contribution
to the current task of into an
efficient and effective counterintelligence organization.
More recently, based on previous experience and partici-
pation in CI Operational Surveys, he has been designated
to head a CI Survey team going to Finally,
during the period of this report, due to the absence of
the Branch Chief, Mr. Piccolo has served well as the Acting
Branch Chief and during his tenure kept work flowing
smoothly, efficiently and without change of pace. To sum
up, Mr. Piccolo is in the opinion of this rater a solid
first class officer whose judgment is totally dependable
and whose accomplishments have been significant. We would
commend Mr. Piccolo for any assignment in field operations
above any of his peers.

25 October 1977

MENORANDUM FOR: Joseph S. Piccolo, Jr.

SUBJECT : Letter of Instruction

Dear Mr. Piccolo:

This Letter of Instruction sets forth your responsibilities and duties as an operations officer assigned to the Counter-intelligence Staff. Your performance of the duties described below will serve as the basis of the preparation of your fitness report. Any questions, clarification or elaboration regarding these instructions should be discussed with the Chief, CI/OG/SO and/or Chief, CI/OG.

# General

14-00000

1. Working under the supervision of the Chief, CI/OG/SO, you are responsible for the initiation, coordination and support of certain counterintelligence operations and with which CIA as well as any be expected to develop and maintain close working contact with other components of this Agency as well as officers of other U.S. agencies involved in counterintelligence.  2. Through perusal of pertinent cable traffic and other available data you should keep abreast on a continuing basis of the activities, personnel and political factors affecting the as well as problems which confront as well as problems which confront and Agency installations overseas. It is further expected that you will contribute sound operational planning and counterintelligence operations assigned to you. You will also be expected to keep your immediate supervisor fully informed of all major developments and problems of an operational or idministrative nature.	General	
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	available data you should keep about the activities, personnel and politions as well as probable and Agency instal expected that you will contribute participate actively in decisions counterintelligence operations assoce expected to keep your immediate	reast on a continuing basis of itical factors affecting the olems which confront lations overseas. It is further sound operational planning and reached concerning those igned to you. You will also supervisor fully informed

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3. In the absence of the Chief and/or Deputy Chief, CI/OG/SO, you will act in his place, assuming all the responsibilities and duties of that job.

#### Duties

- 4. In fulfilling your responsibilities you will be expected to perform the following duties:
  - a. Operations officer for multiple lead highly sensitive CI project.
  - b. Case officer for project involving extensive and
  - c. Investigation and exploitation of CI leads derived from Agency and/or operations.
  - d. Ad hoc assignments; i.e. CI Operational Surveys, CI training of \_\_\_\_\_\_ etc.
    - e. To serve as Acting Branch Chief.

Jack Friedlander Chief, CI Staff Operations Group

I have read and understood the above.

Joseph S. Piccolo, Jr.

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SECTION A	GENERAL IN	FORMATION		مارسوست و هاري تاريخ مراو مستحد و مارو
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CONTRACT SPECIAL OTHER	01/12/7	6 - 09/30/76		neport but in o.F. ober 1976
SECTION B	QUALIFICATIO	NS UPDATE		
IF QUALIFICATIONS UPDATE FORM IS BEING WORD "YES" IN THE BOX TO THE RIGHT, IF N				
SECTION C	PERFORMANCE	EVALUATION		
cauld range from counseling, to ar proposed in Section D.  M—Marginal Performance is deficient in som taken or recommended should P—Prolicient Performance is satisfactory. De Strong Performance is characterized by	o further training, to plac be aspects. The reasons fo be described, sired results are being p y exceptional proficiency.	ing on probation, to re r assigning this rating roduced in the manner	rassignment or to s should be stated in expected.	action. The nature of the action eparation. Describe action taken Section D and remedial actions
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To serve as operations office	r for a multipl	le lead CI pro	ject.	S
SPECIFIC DUTY NO. 4				RATING LETTER
To case officer a CI project				S
BPECIFIC DUTY NO. 8			1	RATING LETTER
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SPECIFIC DUTY NO. 6				RATING LETTER
OVERALL	PERFORMANCE II	N CURRENT PO	SITION	
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		proper perspective their relationship to overall performance. State
		ring Camment on foreign language competence, if required for a determining future personnel action. Manner of performance of
		equipment and funds, must be commented on, if applicable th
extra space is needed to complete Section	on D, attach a separate sheet of paper (* )	
Mr. Piccolo joined	l the CI Staff at his initial	live and has served in several
		use included positions as survey
		iths, operations officer in the
		en acting chief of that branch for
two months. Overall	he has performed his duties	in these positions with efficiency
and thoroughness.		
		signed to the Area Operations Branch,
	of participation in CI opera	
e.g.,	by way of explanation,	u CI operational survey is defined
as an		
	The surveys are conducted	by a team of two or more operations
officers and their fir	nal report may be 100 or mor	e pages in length. The report is
	and the Area Division Chief	and gives them a detailed CI profile
of the Station.	÷	(00) (01) (01)
·		(CONTINUED)
SECTION E	CERTIFICATION AND COM	MENTS
	1. BY SUPERVISOR	
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DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED MAME AND BIGHAYURE
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	DOJOT OTALL OPS GLOUP	Robert G. L. Wall
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STATEMENT CONCERNING THE SUP	2. BY EMPLOYEE .	Joseph S. Piccolo
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FITNESS REPORT

Joseph S. Piccolo, Employee #025658

SECTION D - NARRATIVE COMMENTS (Continued)

The two countries which Mr. Piccolo helped survey represent widely varying operational and social environments. In both instances, however, the Station Chiefs cabled Headquarters at the end of the field aspect of the survey complimenting the team on the thoroughness and understanding with which they conducted the survey, and commented on the usefulness and practicality of the team's recommendations. It should noted that these cables had considerable impact on DDO management and were used widely in the extension of the survey program into other areas.

Although Mr. Piccolo's field exposure has been exclusively in the Latin American area, he has a widely varied operational background, having served in varying operational capacities in several stations, and he is perceptive in his understanding of operational realities. His personality is positive and outgoing, and in most instances he is able to initiate very quickly a responsive dialogue with fellow officers. He is adaptable in outlook and reads quickly and with understanding; qualities almost indispensible in an activity of this kind. Im sum, Mr. Piccolo approached both Surveys with enthusiasm and a sense of responsibility, completed his written report (he had a different partner in each case) promptly and accurately. He undoubtedly would have been engaged in a third survey except his temporary tour ended and he was assigned permanently elsewhere in the Staff.

The most impressive aspect of Mr. Piccolo's performance and one deserving special mention in this fitness report is his ability with the written word. It is fully accurate to say that the survey reports to which he contributed were much better written than were those of his peers. He has the ability to describe an operational situation in terms which are at the same time meaningful, concise and easy to read. It is a pleasure to read his material and to compliment him on this ability in this report.

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15 December 1976

MEMORANDUM FOR: Joseph S. Piccolo, Jr.

SUBJECT: : Letter of Instruction

Dear Mr. Piccolo:

This Letter of Instruction sets forth your responsibilities and duties as an operations officer assigned to the Counter-intelligence Staff. Your performance of the duties described below will serve as the basis of the preparation of your fitness report. Any questions, clarification or elaboration regarding these instructions should be discussed with the Chief, CI/OG/SO and/or Chief, CI/OG.

### <u>General</u>

	*
1. Working under the supervision of the Chief, CI/you are responsible for the initiation, coordination and	
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To do this effectively	v von will
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counterintelligence operations assigned to you. You will	
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of all major developments and problems of an operational	or
administrative nature.	4

E2 IMPDET CL BY 00888\$ 3. In the absence of the Chief and/or Deputy Chief, CI/OG/SO, you will act in his place, assuming all the responsibilities and duties of that job.

#### Duties

- 4. In fulfilling your responsibilities you will be expected to perform the following duties:
  - a. To carry out  $\underline{ad}$  hoc operational requirements as may be assigned such  $\underline{as}$  the conduct of CI Surveys at overseas stations.
  - b. To serve as Branch Chief or Deputy Branch Chief as required in the absence of the incumbent.
  - c. To serve as the Headquarters case officer for certain highly sensitive CI operations.

Lawrence M. Sternfield Chief, CI Staff Operations Group

I have read and understood the above.

Joseph S. Piccolo, Jr.

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SECTION C	NARRATIVE COMMEN	NTS				
Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to averall performance. State suggestions made for improvement of work performance. Ourse representations for training Comment on foreign temperage competence, if required for current position. Amplify or explain retings given in Section 8 to provide best basis for determining future perspecial extra Manner of performance of managerial or supervisory duties and sost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If estra space is needed to complete Section C, attach a separate sheet of paper.						
which this Officer has just submitted the newly-establish this report combine LOI's which run frough 31 July 197 those to be reflect	acd MBO reporting system es Subject's duties as sp um 1 June 1974 to 30 May	ision. Station sccomplishment Goals under and schedule. Consequently, ecified in two previous 1975 and from 1 June 1975 e therefore broader than being formulated as a				
(*) (On specific duties No. 5 and 6, there is so little content or substance associated with these duties as to make a Letter Rating meaningless. The						
targe	r the operational program t, this officer handles highly proficient manner	agents and a				
SECTION D	CERTIFICATION AND COM					
1.	BY EMPLOYEE					
I CERTIFI	THAT I HAVE SEEN SECTIONS A, B, A	AND C OF THIS PEPORT				
DATE	SIGNATURE OF EMPLOYEE	·				
2.	BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERYISION	IF THIS REPORT HAS NOT SEEN SHOWN TO E	MPLOYEE, GIVE EXPLANATION				
DATE	OFFICIAL TITLE OF BUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE				
7 August 1975	Chief of Station					
3.	BY REVIEWING OFFICIAL					
The assessment given above of Mr. Piccolo's performance seems to be well-balanced and generally fair. His performance as described fits with my knowledge of it. It should be noted that it is very difficult to establish much of an operational record in						
to recruit in the onl	ivailablethe	credit that Mr. Piccolo was able				
Mr. Piccolo is pols	ed and quiet in demeanor. He	is a reliable, dependable officer				
thing different. A rota helpful to his overall d maia assessment of his perfor	tional tour to another DDO co evelopment and motivation at orgunal time or meritains organism mance on "Strong,"					
l agree with the ra thing different. A rota helpful to his overall d	tional tour to another DDO co evelopment and motivation at principative or seven me orricle. I mance on "Strong,"  Namity Chief, IA Dielation	mponent would probably be very this time. I concur in the overal				

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SECTION	С	NARRATIVE	COMMENTS

He handles a contract agent	
	This
anyones and he developed. The sec	until better
coverage can be developed. The cor	tract agent, whose
administration is almost identical also produces information on the	
arso produces information on the	through his
Also handled under Puty No. 1	
aof socialis	st persuasion, which has
traditionally demonstrated a propens	sity for cooperation with
the in	
oroduced intelligence	reports with a
over this peri	od. This agent, handled
lirectly, requires and receives clo	
nas provided L Officer has followed up, accomplish	which the Case
fficer has followed up, accomplish	ing the full cycle of
Acting upon a ERHATC his Officer also contacted, assess	HET-2, a cd. developed and recruited
Considering the paucity of leadut important tation), these two recent recruitme ignificant achievements, attributal anguage fluency, sincerity, experit all look easier than it really is subject has been criticized in eports for not to the important, the forts and achievements now, as definitions are the important.	ents are judged to be very ble to this Officer's ence and style, which makes s.

- 3 -

#### NARRATIVE COMMENTS (Continued)

Subject conducts Station

two contacts. His main job is the maintenance of the relationship, an effort handicapped by considerations which oblige him to take but never give, to cancel scheduled training, and to maintain a low profile. Nevertheless he does manage to of interest on the targets, and the relationship does provide him with certain

Additionally, this Officer shares the task with the COS of an even more difficult, and less productive effort. Subject's warm and winning personality and extensive experience are key factors in his ability to maintain the relationship at all, which results in clear net gain to the Organization.

#### DUTY NO. 3

Subject has	done exceedin	gly well i	n the	and
of Li	ULANK-1 for 🗀			o <b>f</b>
	and	have been	submitted,	and ERLANK-1
is responding to	Subject's			ERLANK-1
has agreed to a	and	this was	accomplished	very recently.

#### DUTY NO. 4

In this very small Station, the DCOS function is not a critical one, but when obliged to exercise his authority in this

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#### NARRATIVE COMMENTS (Continued)

function, Subject has done very well. More importantly, in his several stints as ACOS (during COS illness which required hospitalization and medical consultations out of country), Subject really shone in his performance. He was obliged to deal with the most difficult ever encountered by this rater, and represented and protected Station interests with skill and dignity.

Subject requires little supervision, by virtue of his thorough knowledge and extensive experience in practically every aspect of the mechanics of clandestine operations in Latin America. His avocation is "Administration", in the full sense of the word, and he administers his work load impeccably. The assignment just completed was his first command job, and he has acquired the additional managerial skills necessary for him to progress in his career. There is no question of his additional potential, and it is natural to envision him as a Deputy Chief of Station at a larger Latin American Station, or, better, as a Chief of Base in his next field assignment. He is above average in security and cost-consciousness. He is fluent not only in Spanish, but also in Portuguese, and more importantly, in human relations. He can establish rapport with people at all levels of society.

His personality is a pleasant one. He is low-keyed, soft-spoken, sincere and methodical and establishes natural excellent rapport with his co-workers, both subordinate and superior. While easy to get along with, he still knows how to effectively administer training, guidance, advice and discipline to his subordinates without sitenating them. This rater has gotten on well with Subject, His experience, self-confidence and directness are such, however, that he might well be difficult to supervise it there were any kind of personality clash involved. In sum he knows what he is doing, and would be inclined to resent and testal advice of guidance which he might judge as unround. Shile some might consider the trait a shortcoming, this later considers it a strength, overall.

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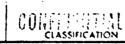
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#### NARRATIVE COMMENTS (Continued)

If forced to search for a deficiency in his performance
over the past fourteen months under my supervision, it would
be necessary to point to a weak showing in operational and
representational In the former category,
particularly, he could have spent more and
with and other
purposes. In his regular work hours, however,
which included some nights and weekends, he was more than
gainfully employed in the accomplishment of his assigned
duties. He is not a clock-watcher, but stays with the
and, as well as with the paperwork until they
are completed.

This Officer is the victim of personnel requirements, which has resulted in an Organizational failure to challenge his talents and ingenuity. His re-assignment to the Cuban Operations Section next, for example, will be his fifth assignment in that area in 15 years. It is recommended that he obtain rotational experience in another geographical or functional area, to broaden him.

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SECTION D		NARRATIVE COMM	ENTS
suggestions made for improvement of current position, Amplify or explain ra	work perform tings given i out conscious	nance. Give recommendations for training Section C to provide best basis for need in the use of personnel, wages, a	proper perspective their relationship to averall performance. State ning. Comment on foreign language competence, if required for determining future personnel action. Manner of performance of equipment and funds, must be commended on, if applicable. If
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STATEMENT CONCERNING THIS EV OF MY PROFORMANCE	ALUATION	DATE	SIGNATURE OF EMPLOYEE
<del></del>	ATTACHED	20 January 1975	/s/ Joseph Piccolo
		3. BY REVIEWING OFFICE	
See Attached		·	
· ·		IFLE OF BEVIEWING OFFICIAL	TYPED OR PRINTED NAME AND BIGNATURE
05 February 75	DC/LA	Division	/s/ Raymond A. Warren
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SCENE WITH VITAL INFORMATION CURRENTLY NOT AVAILABRE FROM ANY OTHER SOURCE, THIS ACTIVITY TAKES MUCH LATE HOUR EFFORT TO ENSURE GOOD OPERATIONAL SECURITY, WHICH SUBJECT PERFORMS FAITHFULLY TO HIGH STANDARDS AND WITH GOOD CHEEM.

- (3) DCOS AND OCCASIONAL ACOS, SUPERVISING \_\_\_ CLERICAL.
- CONTRACT AND COMMUNICATORS, SUBJECT SHOWS MUCH STRENGTH AND POTENTIAL FOR INCREASED RESPONSIBILITY IN THE FUTURE, HIS LOW KEY AND DELIBERATE SPEECH AND BODY MOVEMENTS ARE MOST DECEPTIVE, HE IS, IN FACT,
- PAGE 3 11575 S E C R E T

  SELF CONFIDENT, PLEASANT, AND FIRM BUT COMPASSIONATE

  WITH SUBCRDINATES, AS ACOS HE DOES AN EXCELLENT JOB

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AND with the invaluable ability to get along with a wide variety of people at all social and educational levels, from the president of the country to the most

UPON ARRIVING AT THE

STATION FIFTEEN MONTHS AGO, IN THE WAKE OF THE DISASTROUS

HE SET ABOUT TO INSTITUTE SOME SEMBLANCE

OF SECURITY OVER STATION DOCUMENTS, ESTABLISHED A
SECURE PAPER FLOW ROUTINE, SET UP MISSING FILES AND
SUGGESTED MANY NEW OFFICE PROCEDURES WHICH HAVE CONTINUED
TO THE PRESENT. WHEN THE STATION WAS BURDENED WITH A
PERSONNEL SITUATION IN WHICH THE STATION FINANCES,
LOGISTICS AND SUPPORT HERE NOT BEING HANDLED COMPETENTLY,
SUBJECT STEPPED IN QUIETLY AND ENSURED THAT THESE
ESSENTIAL DUTIES WERE BEING PERFORMED TO ACCEPTABLE
STANDARDS, THAT BURDEN LASTED FOR A YEAR BUT HE NEVER
COMPLAINED OR RECEIVED RECOGNITION. HE IS REMARKABLE
IN THAT HE KNOWS ALMOST EVERY ASPECT OF EACH FIELD
STATION JOB, BY VIRTUE OF MAVING DONE THEM PROFESSIONALLY
MIMSELF IN THE PAST. HE MAS SERVED AS A FILE
CLERA, AN INTELLIGENCE ASSISTANT AND CASE OFFICER. NOW.

5 6 C A E T

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AT THIRTY NINE YEARS OF AGE, HE STANDS IN MY OPINION, HEAD AND SHOULDERS ABOVE HIS GRADE PEERS IN EXPERIENCE. MATURITY, RELIABILITY, DEPENDABILITY AND UNFAILINGLY. GOOD COMMON SENSE, HIS 17 YEARS OF SERVICE IN THE ORGANIZATION, 12 OF THEM ABROAD, HAVE RESULTED IN HIS FORMATION AS JA UNUSUALLY VERSATILE, HIGHLY KNOWLEDGE-ABLE AND COMPLETELY PROFESSIONAL OPERATIONS OFFICER. HIS OPERATIONAL EXPERIENCE OVER THE YEARS HAS RUN THE GAMUT FROM

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CITE	11575 FINAL	SECTION OF 2				
TO DIRECTOR	•					
ADMIN PERS					,	
TABYS		٠,	-	•	1	
PROGRAMS, TO	HIS CURRENT D	OUTIES. AND INC	CLUDE EXTENSI	VE		
SUCCES SFUL M	ANAGEMENT OF	HE 15	ABOVE AVERAGE	IN		
HIS COST -AND	SECURITY CON	IS CI OU SNES S. KI		* - +u-		
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	·	י כן עווא אנוואא	* *************************************			
OF THE	TEAM.			u		
		THE ROCK-SOL				
OF THIS OFFI	CEH, CONSIDER	S HIM TO BE AT	IDEAL DEPUT	Y		•
CHIEF OF STAT	TION, AND WOU	LD GLADLY SERV	E AGAIN WITH	HIM		
IN ANY CAPAC	ITY AT ANY TI	ME. IN VIEW OF	HIS PERFORM	ANCE,		
ABILITY, PROF	OUND CONCEPT	OF STATION FU	NCTION PLUS			
CONTINUED POT	ENTIAL FOR A	DVANCEMENT HE	SHOULD BE G	IVEN		
SERIOUS CONSI	DERATION FOR	ADVANCEMENT T	O THE NEXT GR	RADE,		
AT THE NEXT	APPROPRIATE OF	PPORTUNİTY.				
3. SUBJECT MA	S SEEN AND S	IGNED ABOVE ON	YANUARY			
1979, E2, 17		1			¥	
**** ## 4 P	- 66 1 1					

5 February 1975

COMMENTS OF REVIEWING OFFICIAL:

Subject: Joseph S. Piccolo 6 June 1974 - 30 September 1974

I concur in the above assessment. As indicated above Mr. Piccolo is a quiet officer but at the same time solid and dependable.

Raymond A. Warren Deputy Chief Latin America Division

> E2 IMPDET CL BY 009560

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CAREER PROVISIONAL RESERVE ANNUAL 21-MONTH 30-MONTH X MENT	x   5. GRADE   6. SD   CE-13   D   N
1. EMPLOYEE NUMBER 2. HAME (lost, first, middle) 3. DATE OF BIRTH 4. SE  0.25658  PICCO10, JOSeph S.  8. OFF/DIV/BR OF ASSIGNMENT P. CURRENT STATIO DDO/WH/2  10. TYPE OF APPOINTMENT  11. TYPE OF REPORT  CAREER PROVISIONAL RESERVE ANNUAL 21-MONTH JO-MONTH X MENSION 12. PEPORTING PERIOD (From-to-) 13. DATE REPORT DUE IN	CG-13 D
025658  Piccolo, Joseph S.  7. OFFICIAL POSITION TITLE UPS OF ICCOTODOS  10. TYPE OF APPOINTMENT  11. TYPE OF APPOINTMENT  CAREER PROVISIONAL RESERVE ANNUAL 21-MONTH 30-MONTH X MENSION APPOINTMENT 12. PEPORTING PERIOD (From-to-) 13. DATE REPORT DUE IN	CG-13 D
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CAREER PROVISIONAL RESERVE ANNUAL 21-MONTH 30-MONTH X MENT	
	SPECIAL
CONTRACT SPECIAL TEMPORARY 20 Sept 1973-5 June 1974 N/A	O.P.,
SECTION B PERFORMANCE EVALUATION	
U-Unsatisfactory  Performance is suspectable. A rating in this category requires immediate and positive remediat action. It could range from counseling, to further training, to placing on probation, to reassignment or to separation or proposed in Section C.  M-Marginal  Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section taken or recommended should be described.  Performance is sociatoctory. Desired results are being produced in the manner expected.  S-Strong  Performance is characterized by exceptional proliciency.  Performance is so exceptional in relation to requirements of the work and in comparison to the performance.	. Describe action taken C and remedial actions
work as to warrant special recognition.  SPECIFIC DUTIES	
securic buty no. 1  Acting COS Duties. Supervises clerical, officer and communicators  PACTOR DUTY NO. 2  Securic DUTY NO. 3	RATING LETTER S
Station operations officer with direct agent handling responsibilities for and related targets	
PECIFIC DUTY NO. 8	PATING LETTER
Liaison Officer	s
PECIFIC DUTY HO. 4	RATING LETTER
Station operations officer for operations directed against the target	P
PECIFIC DUTY NO. 8	RATING
Operations Officer handling a sensitive operation	P
PECIFIC DUTY NO. 6	PATING
• :	LETTER
OVERALL PERFORMANCE IN CURRENT POSITION	PATING
the late account everything about the employee which influences his effectiveness in his current position such as performance of specific reductivity, conduct an jub, cooperativeness, pertinent personal treats or habits, and perticular limitations or telents. Based on your hind I employee's exercit performance during the rating period, place the latter in the rating bas corresponding to the statement which the maly reflects his level of performance.	dutter LETTER

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SECTION C	NARKATIVE COMME	NTS T						
Indicate significant strongths or weaknesses demonstrated in surrent position keeping in proper-personalize their relationship to averall performance. State suggestions made for improvement of work performance. Dive recommendations for training Comment on foreign language competence, if required for current position. Amplify or esplain sating given in Section 8 to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If eater is needed to complete Section C, attack a separate wheel of paper.								
(The following is directly keyed to Subject's "Letter of Instructions")								
regulations. He works while diligently instruction worked well with Senio	well with those he supervises ucting and corre <u>cting employ</u> e	anding of Agency policies and and has exhibited unusual patience es. During my absences, he has has been accepted by xperienced officer.						
As Liaison Officer for the Station, behas done an excellent job of improving								
the effectiveness of the physical working condi-	he "Special Unit" by offerring tions and convincing them to	his expertise, improving their expend their horizond. The unit should prove more productive						
His handling of a	nonoi timo	has resulted in						
obtaining what informat		Although categorized						
as a tho	peration is more that of a							
100	larify certain situations and	This is a						
This is a contact with whom a good working relationship must be maintained and such a relationship does exist.								
He has made very l	ittle progress in operations	against the target. Subject ed any new prospects. (Continued)						
SECTION D	CERTIFICATION AND COM							
1.	BY EMPLOYEE							
	THAT I HAVE SEEN SECTIONS A, B,	AND C OF THIS REPORT						
4 June 1974	/s/ Joseph Piccolo							
2.	BY SUPERVISOR							
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IP THIS REPORT NAS NOT BEEN SHOWN TO I	MPLOYEE, GIVE EXPLANATION						
8		<u> </u>						
OATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE						
4 June 1974	cos	/s/ Gcorge Fill						
BY REVIEWING OFFICIAL								
This seems to be a fair report which rates Subject about the same								
way that I would, based on my understanding of his performance. Subject								
is a mature and competent officer who does a fine job of handling existing								
operations and administrative tasks but has not been very aggressive in								
developmental work. Theatmosphere of may not								
be very inspiring operationally, but new business is needed and Subject is is believed to be capable of turning in a stronger performance in that area.								
believed to be capat		erformance in that area.						
believed to be capal He has the potential	ole of turning in a stronger poster for further career advances	erformance in that area.						
believed to be capat	ole of turning in a stronger p	erformance in that area.						

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ENFLOYEE NUMBER: 25658

Section C - Nazzative Comments (Continued)

Subject's performance is strong in handling the present unilateral sources directed against the internal domestic target. Specifically, he has a thorough understanding and knowledge of the and Subject, however, has not made an effort to develop new potential sources.

In summation. it is clear that Subject has the background, experience and knowledge to perform the tasks in an outstanding manner. Some of these tasks, those that interest him most, he does very well now, Others, that he has determined are not of sufficient value or interest, he disregards. Where Subject must take steps to improve is in his overall attitude towards work to be accomplished. This being a very small station can be a handicap to an officer who must work harder to produce the little intelligence of interest that is available. Subject must spend more of his free time among the local community in an attempt to expand his contacts, contacts that could result in the development and recruitment of now sources.

Subject is well liked and accepted by the American Community. He and his wife entertain well and his good command of the local language makes him a strong member on this very small team.

Subject keeps excellent records and has done much to improve the records management of the Station. He is careful with organizational funds and his bookeeping is consistently up to date.

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SECTION A.					ENERAL	INF	ORMATIO	N				······································	<i></i>		
I. EMPLOYEE NUM	1. EMPLOYEE NUMBER 2. MAME (last, first, middle) 3 DATE OF BIRTH 4 SEX 5 GR							RADE & SO							
025658	ION TITLE	Pic	colo, J	ose		OF /	DIV/BE OF AS	HONM	8 1				M	CS	-1 <b>3</b> D
Ops Offic	cr			•			/wh/5				to a security				
10. T	TPE OF APPOIR	JIMETO	1	<u></u>		·····		11. 111	10 1	PEPC	)RT				
CAREER	CAREER PROVISION	AL	RESERVE	1 1	NNUÄL		21-MONTH		30 MON				REASSIGN MENT		SPECIAL
CONTRACT	CONTRACT SPECIAL TEMPORARY 1 Aug 72 - 12 July 73														
SECTION B			P	ERFC	RMANC	EE	VALUATIO	N							
U Unsatisfactory  M Marginal	cauld range or proposed Performance	in Sei in Sei is dal	occeptable. A recounseling, to footion C. iclant in some order should be	urther aspects	training, to: The reason	placin	d ou biopation	, to re	-osugna	nent	or tu	sep	aration.	Doxrib	oction taken
P-Proficient	Performance	is 191	Justary Davis	d resu	lls ore bein		duced in the s	sanner	especto	d.			·		
5 Strong O Outstanding	Performance	10 50 0	resterized by e receptional in re t special recogn	lation	•	•	I the work and	in com	parison	fq	the po	rtori	mance of	athers	doing similar
					SPECIFI	C D	UTIES								
List up to six of the r performs EACH speci their ability to super	lic duty Consid	er-OHI	If affectiveness	in perf	vimance of I	perio ikat d	d. Insert roting inty. All amploy	letter w ees wit	Aich be 'n super	st de rviso	in test	s the consil	manner i bilities M	n which UST ba	employee rated on
SPECIFIC DUTY, N								_							BATING
As Deput (includi Base Chi	ng dire	ct s	supervis	ion	of 🗌		upervis	10n and	or ser	t h	ng	no as	lo B act	ase Ing	s
Serving	3. B	_					for the	Ras	a	nd	98			•	RATING LETTER
consulta Station.	nt on A	LSOI	BER/ALPA	LOC	KA mai	tte	rs for	othe	er B	าร	es	an	đ	•	0
SPECIFIC DUTY NO	). B						·	•							BATING LETTER
Providing informal guidance to the case officers concerning operational and other related problems.						0									
OPECIFIC DUTY NO															BATING LETTER
Development of new operations: and of new assots.						P									
BPECIFIC DUTY NO											-			<b></b>	BATING
Operational and intelligence reporting and correspondence.						S									
PECIFIC DUTY NO		* :0 ***** **		<del>,</del>	apriprints wheelve rend		ar vara muquaga gagam, at unta	······································			entr <u>um</u> propri	~			BATING , LETTSB
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SECTION C	NARRATIVE COMMEN	NTS .							
Indicate significant strengths or weaknesses demonstrated in current position beging in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section 8 to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of cersionnel, space, equipment and funds, must be commented on, if applicable, if estra space is needed to complete Section C, affoch a separate sheet of pages.									
		do and mature officer who							
Subject is an exceptionally responsible and mature officer who									
also combines with these virtues outstanding ability in the fine									
tuning, analysis and direction of highly complex human cases.  During the period under review he handled a most complex and delicate									
exploitation and of a ALSOBER with CKPOLAR ramifications with a substantial degree of success. He									
has also served, in his capacity as deputy base chief, as counsellor									
and provider of guidance to case officers concerning virtually all									
and provider of go	rations and particularly	the more complex and							
difficult agent of	neae : Wie urusually keen	intuition and perceptiveness							
have consistently	helped the Base to avoid	nitfalls and recognize							
nave consistently	neiped the base to avoid	His operational judgement							
is extremely sound		nis operation of the							
is extremely sound	4.								
During the period under review Subject has had an opportunity to demonstrate his ability as a supervisor and the results have been impressive. He is naturally careful and thoughtful as well as objective in his dealings with people and he adds elements of									
sone thill the and st	mpathy as well which ena	ble him to get good							
sensibility and spe	oire confidence. Case of	ficers and other personnel							
tond to wravitate	to him naturally seeking	help and guidance and							
be given of himsel	if generously in these si	tuations. He has shown							
overlient leadersh	in notential also during	the occasions on which he							
has taken over as	acting base chief and ha	s not been afraid to take							
SECTION D	CERTIFICATION AND COM	MENTS							
1.	BY EMPLOYEE								
I CERTIF	Y THAT I HAVE SEEN SECTIONS A, B, A	AND C OF THIS REPORT							
DATE	SIGNATURE OF EMPLOYEE								
9 July 73	/s/ Joseph Piccolo	,							
2.	BY SUPERVISOR	•							
MONTHS EMPLOYEE HAS SEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO E	MPLOYEE, GIVE EXPLANATION							
	-	- ,							
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED CA PRINTED NAME AND BIGNATURE							
July 73	Chief of Base	/s/							
		<u>'</u>							
3. BY REVIEWING OFFICIAL									
COMMENTS OF REVIEWING OFFICIAL		11 magnests The mandam							
		11 respects. The perform-							
		. He played a crucial role							
at the Base. He is a strong considerate supervisor with potential									
for growth. The failure to get out on the street and recruit during									
the past year (I am not familiar with previous experience) can be									
partly attributed to immersion in the complex, time consuming									
surfacing/disposal case, but must also be attributed partly to his									
personality (or at least his mood at that stage of his tour). Subject is perhaps more comfortable, or seemed to be during the rating period,									
handling going agen	ILS	which he does superbly,							
en spilot de la la la la la la la la la la la la la		(continued)							
	·								
9 July 73	COS	/5/							

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new initiatives during these occasions, after due thought and consultation, if he thought they were warranted. And he has been an excellent judge of men (and women) and their quality. In his dealings with LNFALL, its various LNBUZZ agencies and their directors he has held up the Base's interests and image well while seeking fair and practical answers and solutions. He has a good sense of economy in monetary as well as other affairs. As he becomes more senior and more exclusively a supervisor and executive he should become more and more effective.

Subject is an excellent operational manager and agent handler who gets the best out of his assets. He is probably not so strong as an operational starter and developer and this appears to be due in part to an instinct to avoid exposure and eschew the glad hand. On the other hand, he has undertaken \_\_\_\_ rather operations starting from scratch during difficult the past six months and has at least proven that he can do this kind of work when it is necessary. In both these cases he may have -tried to move too fast in order to reach [ before his departure but this is understandable. His written work is well conceived and conscientious and perhaps even somewhat above average for case officers of his grade and experience. Like most BKHERALD officers, however, he does not take sufficient pains to achieve simple, clear, forceful expression with the result that, while his best efforts are effective his second best is apt to result in lack of organization and clarity. He should work on this a suggestion might be that he practice avoiding metaphors and adopt a straight declarative sontence style.

In conclusion, Subject's performance has been first class in the most important respects and his relatively minor weaknesses are not incurable. He should have an excellent future as a senior case officer and supervisor, particularly if he attacks and cures these weaknesses. His overall performance in his present tour has been very strong indeed.

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#### FITNESS REPORT CONTINUATION SHEET

Section D - 3

Comments by Reviewing Official

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FITNESS REPORT	FMPLOTE	REMUM JAIR SE				
riiness report	0	25658				
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) 2. DATE OF BINTH 3. SER	. 4. GHADE	9. 30				
Piccolo, Joseph S. 8 Dec 35 M	G9-12	D				
6. OFFICIAL POSITION TITLE 7. OFFICIAL POSITION						
Operations Officer DDP/WH/5  • CHECK (X) TYPE OF APPOINTMENT 10. CHECK (X) TYPE OF REPORT						
CAREER RESERVE TEMPORARY INITIAL REASSIGNMEN						
CARKER-PROVISIONAL (See instructions - Section C) X ANNUAL	PEASS	IGHMENT EMPLOYEE				
. SPECIAL (Specify):						
11. DATE REPORT DUE IN O.P 12. REPORTING PERIOD (From-	(10)					
1 August 1971 -	31 July	1972				
SECTION B PERFORMANCE EVALUATION						
U-Unsatisfactory  Performance is unacceptable. A rating in this category requires immediate and positive rem could range from counseling, to further training, to placing on probation, to reassignment o or proposed in Section C.						
M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated taken or recommended should be described.	ted in Section C	and remedial actions				
P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.						
S-Strong Performance is characterized by esceptional proficiency.						
O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the work as to warrant special recognition.	e performance of	others doing similar				
SPECIFIC DUTIES		· · · · · · · · · · · · · · · · · · ·				
with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of a SPECIFIC DUTY NO. 1 Senior FI officer with supervisory responsibilities of case officers.		RATING LETTER				
Station CP officer with coordinating responsibilities						
and Base activities and function CP and related targets.	m agains	ts				
PECIFIC DUTY NO. 3		RATING				
Case officer for sensitive, complex,		LETTER				
of various high priority targets.		s				
PECIFIC DUTY NO. 4		NATING LETTER				
PRCIPIC DUTY NO. 8	·	MATING				
•		LETTER				
PECIFIC DUTT NO. S	23 14,92	MATING LETTER				
OVERALL PERFORMANCE IN CURRENT POSITION	1					
The state of the s		BATING LETTER				
the interestant everything about the ampleyee which influences his effectiveness is his curear ormans of specific duties, productively, conduct on job, cooperativeness, portinent personal activated limitations or telents. Based on your knowledge of explayer's everall performance dutients the letter in the rating bas corresponding to the storement which mast occurately reflects his	reire or habite	, and period.				

Bertenned by OP/SPD/IPB

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	NARRATIVE COMMEN	TS • .				
Indicate significant strengths or weaknesses demonstrates in care as such a keeping in proper perspective their relationship to avoid performance. State suggestions made for increasement of a such a modern for the continuity of						
not be easy because	e at present ne is unavoi	ot of his own making) and				
the demands of his	supervision are heav	y. However, he is capable				
		ocossary offort and we have				
	• • • • • • • • • • • • • • • • • • • •	•				
(CONTINUED)						
		(CONTINUED)				
SECTION D	CERTIFICATION AND COMM					
l.	BY EWPLCYEE	ENTS				
l.	BY EMPLOYEE RTIFY THAT I HAVE SEEN SECTIONS A. B. AN	ENTS				
I.	BY EMPLOYEE RTIFY THAT I HAVE SEEN SECTIONS A. B. AN SIGNATURE OF EMPLOYEE	ENTS				
I. I CE	BY EMPLOYEE RTIFY THAT I HAVE SEEN SECTIONS A. B. AN SIGNATURE OF EMPLOYEE	ENTS  D C OF THIS REPORT				
i. i ce 2 Aug 1972	BY EMPLOYEE RTIFY THAT I HAVE SEEN SETTING A. B. AN SIGNATURE OF EMPLOYEE /S/	ENTS  D C OF THIS REPORT  JOSEPH S. Piccolo				
I.  I CE  DATE  2 Aug 1972  2.  MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	BY EMPLOYEE RTIFY THAT I HAVE SEEN SECTIONS A. B. AN SIGNATURE OF EMPLOYEE /S/ BY SUPERVISOR	ENTS  D C OF THIS REPORT  JOSEPH S. Piccolo				
I.  I CE  DATE  2 Aug 1972  2.  NONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION  13	BY EMPLOYEE  RTIFY THAT I HAVE SEEN SETTIONS A. B. AN  SIGNATURE OF EMPLOYEE  /S/  BY SUPERVISOR  IF THIS REPORT HAS NOT BEEN SOURM TO E	ENTS  D C OF THIS REPORT  JOHOPH S. Piccolo  MPLOYEE, GIVE EXPLANATION .				
I.  I CE  DATE  2 Aug 1972  2.  MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	BY EMPLOYEE RTIFY THAT I HAVE SEEN SECTIONS A. B. AN SIGNATURE OF EMPLOYEE /S/ BY SUPERVISOR	ENTS  D C OF THIS REPORT  JOSEPH S. Piccolo				
I.  I CE  DATE  2 Aug 1972  2.  NONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION  13	BY EMPLOYEE  RTIFY THAT I HAVE SEEN SETTIONS A. B. AN  SIGNATURE OF EMPLOYEE  /S/  BY SUPERVISOR  IF THIS REPORT HAS NOT BEEN SOURM TO E	ENTS  D C OF THIS REPORT  JOHOPH S. Piccolo  MPLOYEE, GIVE EXPLANATION .				
I.  I CE  DATE  2 Aug 1972 2.  MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION  13  PATE  2 Aug 1972	BY EMPLOYEE  RTIFY THAT I HAVE SEEN SECTIONS A. B. AN SIGNATURE OF EMPLOYEE  /S/  BY SUPERVISOR  IF THIS REPORT HAS NOT \$12 N SHOWN TO E  OFFICIAL TITLE OF SUPERVISOR  Chiof of Base  BY REVIEWENC OFFICIAL	ENTS  DC OF THIS REPORT  JOSOPH S. Piccolo  MPLOYEE, GIVE EXPLANATION  TYPED OR PRINTED NAME AND SIGNATURE				
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#### SECTION C - NARRATIVE COMMENTS CONTINUED

no serious doubts that he will do this.

Subject was denied a promotion on the previous round, which represents, in our opinion a lack of recognition of his fine performance and potential. He deserves a promotion and his proper career development demands one.

14-00000

							EMPLOYER	SERIAL	UMBER
l		FITNE	SS REPORT					5658	
SECTION A			GE	HERA					
1. NAME	(Last)	(First)	(41-1-110)	2.0	ATE OF BIRTH	J. 5E %	4. GHAUB	5. 30	
	ccolo, Josep	h S.			Dec_35		GS-12	D	
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	HOVISIONAL (See Insti				ANNUAL	<del></del>		SIGNMENT	
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				1.	January 1	971 - 3	Novem	bor 19	71
ECTION B	- · · · · · · · · · · · · · · · · · · ·		PERFORMANC						
U-Unsatisfactory	Performance is unacce could range from coul or proposed in Section	nseling, to	toting in this categor further training, to pl	acing of	es immediate and o probation, to rec	positive teme	dial action. Ti to separation.	e nature of Describe ac	the action tion taken
M-Marginal	Performance is deficient taken or recommended	ný in some d bluodá l	aspects. The reasons to described.	for assig	ning this rating sh	ould be state	d in Section C	and remed	ial actions
P-Proficient	Performance is satisfac	-			in the manner exp	ected.			
S-Strong	Performance is charact								
O-Outstanding	Performance is so exce work as to warrant spe-	ptional in cial recas	relation to requirement nition.	ts of the	mark and in comb	parison to the	performance o	of others doi	ng similar
			SPECIF	IC DU	TIES				
and Base	Pofficer wi activities a	nd di	ordinating lrect agent	res han	ponsibil:	ities o	ver Sta	tion	RATING
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SECTION C	HARRATIVE COM	MENTS	
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		officers most deserving of	
a promotion. A sep forwarded.	arato recommendation t	to this effect is being	1
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	the desire and the second	•	-
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-		·	
SECTION D	CERTIFICATION AND CO	DMMENTS	]
1.	BY EMPLOYEE		4
DATE I CE	RTIFY THAT I HAVE SEEN SECTIONS A, B	B, AND C OF THIS REPORT	4
3 Nov 1971		seph S. Piccolo	
2.	BY SUPERVISOR		1
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3 Nov 1971	Chief of Base	/8/	1
3. COMMENTS OF REVIEWING OFFICIAL	BY REVIEWING OFFICE	AL	1
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ATE	UPPICIAL TITLE OF BEHING OFFIC A	TERSIC PRINTERS PRINTERS	l
3 Nov 1971	Chief of Station	/a/ David A. Phillips	

### C-O-N-F-I-D-E-N-T-I-A-L

### THAINING REPORT

Weapons Training/Defensive Drivin	g Course No.  2/72   4-8 October 1971   Date
TRAINEE: Piccolo, Joseph S.	OFFICE: WH
FURPOSE AND SCOPE OF COURSE:	
The course provides basic pro	oficiency training in the use of
weapons for self-defence and in the	ne techniques of defensive driving
	.1
ACHIEVEMENT RECORD:	
This is to certify that Mr	Piccolo has satisfactorily
completed the prescribed course of	instruction.
	·
	•
FOR THE DIRECTOR OF TRAINING:	
	Chief, Special Activities Branch
	, 12 October 1971

C-O-R-F-I-D-E-R-T-I-A-L

Date

		•			(When F	illed	In)					
				FITNE	SS REPORT				EMPLO	OYER S	SERIAL P	NUMBER
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9. CH			PPOINTMENT				HECK (%) TYPE		Ť			
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	CAREERIP	10 41910	NAL (See Insti	uctions	· Section C)	XX	ANNUAL		-	4E 4881	GNMENT	EMPLOYER
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11. DA	TE REPORT	BUE I	i Q.P.,			1	EPORTING PER June 19			emb	er 19	970
SECT	ION B	• :	,		PERFORMANC							
U-Un	satisfactory	could		nseling, t	A rating in this category o further training, to pla							
_	arginal	Performation of	nance is deficie or recommended	nt in som I should I	e aspects. The reasons fo be described.	r ossigr	ing this rating sh	ould be state	d in Sect	ion C a	and semed	lial actions
P-Pro					ired results are being pro		in the manner exp	ected.				
S-Stre					y exceptional proficiency							
<u></u>	tstanding	work or	to warrant spe	cial reco				parison to the	performo	once of	others do	ung similor
					SPECIFI	C DU	TIES					
manner	in which e	nployee	performs EA	CH spe	ution performed durin cific duty. Consider ed on their ability to	ONL Y	affectiveness	in performa	inca of i	that du	dy. All	
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	IC DUTY NO											RATING
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Hand	lles fu	nds	and mate	eria)	s, and fina	ncia	accoun	tings.				s
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SECRET

Reviewed by OPESCO, PTC

•	SECRET	
SECTION C	NARRATIVE COMMENT	rs
Indicate significant strengths or overall performance. State sugge on foreign language competence, basis for determining future person to the use of personnel, space, except of cattach a separate shee	weaknessed demanstrated in current position stions made for improvement of work performal required for current position. Amplify or example action. Manner of performance of manner with the content of most by the content of only the content of only the content of only the content of only the content of only the content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of papers to be a content of the cont	keeping in proper perspective, their relationship to ince. Give recommendations for training. Comment eptain ratings given in Section B to provide best perial or supervisory duties and cost consciousness applicable. If extra space is needed to complete
Subject gets	an "S" across the board fo	or a solid performance.
ments over the past junior position to solid performance of	t ten years. During this his present grade and res	bject on a number of assign- time he has risen from a ver sponsibility due to steady, ns; i.e. he gets out into the
visor of a professi tions his experience	lonally conducted recruitm se against a hard target (	ject was on-the-scene super- ment attempt. In such opera- (PBRUMEN) has been evident.
overseas tour, and [international acces	includes. He makes them all wor	including one on his first ing one of considerable k on target. Under his useful agents has success-
fully been moved in		. Subject
	f money and records and m	•
SECTION D	CERTIFICATION AND COMME	
L TON D	BY EMPLOYEE	(
I CE	ERTIFY THAT I HAVE SEEN SECTIONS A. B. AND	D C OF THIS REPORT
PATE	SIGNATURE OF EMPLOYEE	5. V. 6
19 Jan. 1971	/s/ Joseph S. Piccolo	
	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN INDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO E	
ATE	OPPICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
12 Jan. 1971	cos	David A. Phillips
, ,	BY REVIEWING OFFICIAL	
like to cite f	vith the evaluating office for emphasis the high degr erizes Subject's attitude	ree of professionalism

DC03

20 Jan. 1971

FITNESS REPORT - HOWARD A, TRECKLER

#### SECTION C (CONT'D)

enhance the LNCUFF image generally. Previously fluent in Spanish, Subject speaks well after only a few months in

In short, Subject is a solid, professional officer, with his eye and his actions always on the target. He maintains his forward thrust within a framework of prudent judgment, and is maturely deliberate in deciding to take a risk. That's the name of the game.

It is requested that Subject's name be placed on the list of officers being considered for promotion.

Revended to Or spn ppg

THE TIME 01/05/70-04/23/70  Scheduled Absences  The general aim of this course of study was to provide the student with a collaboration and skill and at the level set by the sponsoring office, aural comprehension and reading comprehension, as required, were emphasized, and accuracy were given equal importance in training and in evaluation of the Cultural metters were covered only incidentally.  This student evaluation is based on (1) Instructor and Linquist observations (2) regularly administered oral and written achievement tests; (3) a final comprehension. The achievement rating reflects only performance achievement in the course and is conditioned by the length of time the student in training, achievement potential based upon his or her aptitude for language and upon motivation. This rating should not be confused with the Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory, marginal, satisface above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory, marginal, satisface above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory, marginal, satisface above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory, marginal, satisface above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory, marginal, satisface above average, superior when compared against established standards for sugh to Speaking in the crurse is shown as unsatisfactory.		_									
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Student Names  PICCOLO, JOSEPH S.    Courses	19 May 1970			OF OHEAS	Н	1 -					
Student Names  PICCOLO, JONEPH S.  Courses  Inclusive Dates  O1/05/70-04/23/70  FULL-TIME  O1/05/70-04/23/70  LANGUAG: TALINING AIMS PAD EV/LUATION COLUMN With a construction and reading comprehension, as required, were embassized.  and accuracy were given equal importance in training and in evaluation of the Cultural metters were covered only incidentally.  This student evaluation is based on (1) Instructor and Linguist observations (2) regularly administered oral and written achievement tests; (3) a final comsive achievement in the course and is conditioned by the length of time the student in training, achievement potential based upon his or her actitude for language and upon motivation. This rating should not be confused with the Proficiency which is submitted separately on form 1273, Certification of Language Proficiency which is submitted separately on form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is submitted separately on Form 1273, Certification of Language Proficiency which is student, with no experience in held his own extreme well in a class with three other students, all of whom had had previous training in the Language.  Bedd especially well in promunciation and soon succeeded unusually well in eliminating any interference from Spanish. Because of his knowled.				<del></del>				+			
PICOLO, JOSEPH S.  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  FULL-TIMZ  O1/05/70-04/23/70  Inclusive Dates  Full-TIMZ  O1/05/70-04/23/70  Inclusive Dates  Full-TIMZ  O1/05/70-04/23/70  Inclusive Dates  Inclusive Dates  Full-TIMZ  O1/05/70-04/23/70  Inclusive Dates  Inclusive Dates  Full-TIMZ  O1/05/70-04/23/70  Inclusive Dates  Inclusive				Offices	7	4					
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This student, with no experience in held his own extrem well in a class with three other students, all of whom had had previous training in the language.  He did especially well in promunciation and soon succeeded unusually well in eliminating any interference from Spanish. Because of his knowledge.				fural Comprehens	on ,	700	cing Con	odenensi	ion		
This student, with no experience in held his own extremwell in a class with three other students, all of whom had had previous training in the language.  He did especially well in pronunciation and soon succeeded unusually well in eliminating any interference from Spanish. Because of his knowledge.	ABOVE AV	}Ε :	!	ABOVE AVERAGE	·		BOVE AVE	RAGE			
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of Spanish, the student's ability to read and understand is greater than his ability to speak.  His mastery of the course material was very good. His oral use of a language was generally limited to short sentences. In longer sentences had a tendency to get lost in mistakes of syntax. He was almost always aware of his mistakes and would correct them himself, at the completion a sentence. He always responded well to correction.  The areas in grammar presenting problems were 1) use of the subjunctions.	well in a training  He do well in a of Spanis his abili  His language  Thad a ten aware of	the language especially inating a the stude to speak a tery of the generally cy to get a mistakes	three mage. ly well any intent's all the county limit t lost is and we	experience in other students, al in pronunciation erference from Spebility to read and rse material was weed to short sente in mistakes of synculd correct them	l of who and soom nish. B underst ery good nces. L tax. Ee	m had succe scause and is His n long was a	eded unue of his greater oral us er sentelmost al	sually knowledge than e of the nees he ways	ge		

For the Director of Trainings

See reverse side for additional compent

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Instructor

Unique to see Deportment Chief

engine see Language School/OTR

use the preposition with certain verbs requiring the use of a preposition with dependent infinitives.

In my judgment, the student already has the ability to use the language effectively in basic, every-day situations. After a matter of months in the foreign environment he should be able to function effectively in all job-related situations. Because he was extremely diligent and conscientious, he would be an excellent candidate for further language training.

Service Control and

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on foreign longuage competence basis for determining future per in the use of personnel, space, Section C, attach a separate shall be seen to b	presions made for improvement of work per e, if required for current position. Amplify raunnel action. Manner of performance of n. equipment aid funds, must be commented need of paper.  an "S" across the board	ition keeping in proper perspective, their relationship to formance. Give recommendations for training. Comment or establic ratings given in Section 8 to provide best managerial or supervisory duties and cost consciousness.
This rating (		on, if applicable. If extra space is needed to complete
ments over the par		for a solid performance.
ments over the par	affican has marked with	Subject on a number of assign-
	at ten verra. Diring th	is time he has risen from a very
		responsibility due to steady,
		ions; i.e. he gets out into the
street to practice	s what he has learned.	
Only a few de	ava before this report 8	ubject was on-the-scene super-
visor of a	- 10 h · 202	. In such opera-
tions his experien	ico against a hard targe	t (PBRUMEN) has been evident.
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overseas tour, and		ns, including one on all liter luding one of considerable
Company Comp, Comp	. He makes them all	work on target. Under his
	the Station's	has success-
fully been moved i		Subject
uses imagination i assignments).	n ure day-dy-day fore (	and handles Station JMROD
mas iguadata).		
His handling	of money and records and	i materials is impeccable.
	and his wife mix well wi	th their colleagues, and
SECTION D	CERTIFICATION AND CO	MMENTS (cont'd)
).	BY EMPLOYEE	
ATE .	CERTIFY THAT I HAVE SEEN SECTIONS A, B	, AND C OF THIS REPORT
19 Jan. 1971	/s/ Joseph S. Piccol	
	BY SUPERVISOR	
MONTHS EMPLOYEE HAS DEEN	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
	!	
	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
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ATE	F	David A. Phillips
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FITNESS REPORT - HOWARD A. TRECKLER

#### SECTION C (CONT!D)

enhance the LNCUFF image generally. Previously fluent in Spanish, Subject speaks well after only a few months in

In short, Subject is a solid, professional officer, with his eye and his actions always on the target. He maintains his forward thrust within a framework of prudent judgment, and is maturely deliberate in deciding to take a risk. That's the name of the game.

It is requested that Subject's name be placed on the list of officers being considered for promotion.

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SECTION B	<i>010</i>	PERFORMANC			1000 -	JI Decembe	r 1909
U-Unsatisfactory  M-Marginal	Performance is unacceptob could range from counselin or proposed in Section C. Performance is deficient in	g, to further training, to pl	acing on	probation, to rec	ossignment or	to separation. Describe o	oction taken
	taken or recommended show						
P-Proficient	Performance is satisfactory.	• •		in the manner exp	sected.		
S-Strong O-Outstanding	Performance is characterise		•				
O-Contrapaing	Performance is so exception work as to warrant special r	ecognition.			parison to me	performance of others d	oiud suuizat
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SECTION C	NARRATIVE COMME	NTS
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ing and has r beyond his co to support su	is an experienced office is by definition decently become more so control. Despite this sit accessfully the most produced the Agency has.	ifficult and frustrat- owing to developments tuntion he has continued
Subject's par control over case, it is t	of a major  period was due not to a t but rather to a genera the operation from its i o Subject's credit that analysis and damage repo	1 lack of Agency nception. In any
SECTION D	CERTIFICATION AND COM	MENTS
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, I CE	RTIFY THAT I HAVE SEEN SECTIONS A. B. A	ND C OF THIS REPORT
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2.	/ BY SUPERVISOR	
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ATE	OPPICIAL TITLE OF SUPERVISOR	TYPED OR BRINTED HAME AND ORGNATURE
30 January 1970	Chief, WII/COG/OPS	Glenn O. Brown
	BY REVIEWING OFFICIAL	
thoroughly profession good use of his field e case officer. He perf in monitoring activities	ths experience in dealing wit al operations officer who sho xperience in carrying out his orms with a minimum of sup	ervision and is most perceptive rea of activity. I believe Mr.
3 February 1970	Deputy Chief, WH/COG	Wesley/L. Leybourne

#### SECTION C

NARRATIVE COMMENTS

/continued/

Subject's in-house liaison has been effective, as has his liaison with the (Supervisor). It does not appear that liaison with the

operational matters has been used to its fullest potential, although it should also be noted that this responsibility is not purely Subject's.

Subject appears to be a thoughtful and effective supervisor who is concerned with the further training and development of those under his supervision (Supervisor). TUCHNICAL SERVICES DIVISION -- TECHNICAL SCHOOL

	Training Report	
	ICCOLO, Joseph S.	
Office:	1/COG	
Date :6	June 1969	
1. OBJECTIVES	<b>:</b>	÷
To provid	le a general knowledge in:	
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· · .	tive samples of:	·
		<i>:</i>
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	i	<u>.</u>
•	The philosophy, purpose, considerations and manageability of systems; including security, reliability and feasibility of	
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	INSTRUCTOR TSD/TECHNICAL SCHOOL	

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outweighs	the	other	dutie	s no	ted belo	w.	<u></u>	· DE	<u> </u>			* *
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3.

SECTION C	NARRATIVE COMMEN	TS						
Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to everall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment of foreign language competence, if required for current position. Amplify or explain mittings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable. This officer made excellent progress in working with the								
and	lwas notable in his effor han simply sit back and a	risa to chamadhigh train.						
	and it could not have bee	n in bettermhands. His						
working relationshi	ps with personnel of the	were						
based on mutual fri	endahip and respect and t	hat service was assorry						
to see him leave as	was the Station. He als							
and respect or his	colleages and	personnel of all						
personnel of the	success in his dealings	with administrative						
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flatly objective abo	t for the rating officer out this fine employee wh who impressed the rating	o is a friend of many						
an officer of rare	potential. His tour in M	anagua was cut short						
by a personal traged	dy (illness and death of a	a minor dependent) 🚆						
	on a transfer which could							
Despite the pressure	es of this tragedy, this	employee performed at.						
a high level through	nout this service in Manag	gua and both he and						
	roved outstanding examples							
professional who sho	ved him once again to be a ould be able to advance to	high positions in the						
organization. He ac	ccots responsibility well	acted without hesitation						
		(continued)						
SECTION D	CERTIFICATION AND COMM BY EMPLOYEE	ENIS						
	RTIFY THAT I HAVE SEEN SECTIONS A. B. AN	ID C OF THIS REPORT						
DATE	SIGNATURE OF EMPLOYEE							
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2.	BY SUPERVISOR							
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	Employee left PCS prior Should be shown to a	to preparation of report.						
9 months	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE						
15 January 1969	Chief of Station	/s/ Robert T. Shaw						
1. COMMENTS OF REVIEWING OFFICIAL	BY REVIEWING OFFICIAL							
	the rating officer's eval	luation of Mr. Piccolo.						
	•							
ATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR MAINTED HAVE AND SIGNATURE						
. · 4155.7	C/WII/2	Edwin M. ferrell						

S-E-C-R-E-T

#### SECTION C, continued

when serving as Acting Chief of Station during the COS' absence on home leave. He has rare ability to see the relevant and has the courage of his convictions—will argue a point. Physically slow moving—given to ambling like a tired old bear—he can be quite deceiving in an age which seems to specialize in rapidly moving young men-on-the-go. There is no wheel spinning about this officer and no sham. He has his eye on the future and moves along relentlessly in that direction. Obstacles bother him but don't deter him. He is in short a steady, dependable man with forward momentum.

One area in which he could use some improvement is in his writing. This has been discussed with him. The rating officer has recommended that he take a course in effective written English. His writing is at times vague and convoluted.

His fine performance was rewarded in September 1968 with a much-merited grade promotion so he cannot be recommended for promotion at this time. It is recommended, nowever, that he be given a position with head room-to-allow for advancement to higher grade as soon as he is eligible. The rating officer would be pleased to serve with this officer at any time, any place.

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FITNESS REP	ORT	. <del></del>	025658	
SECTION A	GENERAL			
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Ops Officer	AH\1		1	
F. CHECK (X) TYPE OF APPOINTMENT	10. CHECK IN TYPE	OF REPOR		<del></del>
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1	May 1966			
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ith supervisory responsibilities MUST be rated on their	ability to supervise (indicate a	number of en	nployees supervised).	PATING
	ion. Acts as cas			s
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	analysis etc.)	0A 13		RATING LETTER
PECIFIC DUTY NO. 4			. s.Č	RATING
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OVERALL PERFO	RMANCE IN CURRENT PO	SITION		
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SECTION C		NARRATIVE COMMEN	4 T S

Indicate significant strengths or weaknesses demonstrated in current position beoping in proper perspective their relationship to overall performance. State eaggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify is papilar, rainguistiving in Section B to provide basis for determining future personnal action. Manner of performance of remongerial or supervisory duties and cost consciousness in the use of personnel, 1970, savigment and lunds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This young case officer has displayed considerable professionalism after only a relatively short time in the clandestine operations field. He is very versatile and resourceful and has shown a high amount of initiative. He is at his best as an agent handler and has developed close relationship with the assets entrusted to him. He has been helped in this by a high degree of fluency in Spanish and his pleasant personality. His reporting, particularly his calbe writing still leave room for improvement, but on the whole, this officer has been one of the mainstays of the PBRUMEN Section during his tour, which unfortunately has been marred by poor health.

SECTION D	CERTIFICATION AND CO	OMMENTS
1.	BY EMPLOYEE	, ,
	I CERTIFY THAT I HAVE SEEN SECTIONS, A 💥	B. AND C OF THIS REPORT
30 May 67	SIONA	Z/s/ Joseph S.
2.	BY SUPPRISHE	Piccolo
under my supervision  16 months	IF THIS REPORT HAS NOT BEEN SHOPN	TS EMPLOYEE, GIVE EXPLANATION
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
30 Nov. 1967	Ops Officer	
3.	BY REVIEWING OFFICE	JA.
is an excellent or under offici work, however, greatly from in and related sub	case officer suitable f al cover. He needs furt and at a convenient mose tensive training in repo jects.	f the rating officer. Subject for assignment either outside ther training in written staff ent in his career would benefit erts writing, rapid reading,
214	OPPICIAL TITLE OF BEVIEWING OFFICE	TEPEU DE PRINTED NAME AND SIGNATURE
- 30 Nov. 1967	Chief of Station	

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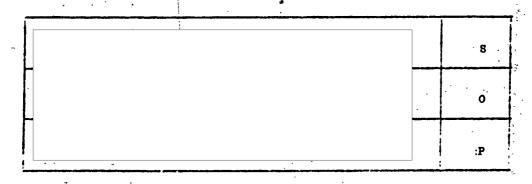
### Training Report

Field Finance and Logistics Course (Three Weeks, full time) 120 hours		1968
Student : Piccolo, Joseph	•	
Year of birth: 1935	Office	: WH
Grade : GS-11	Service Designation	; D
EOD Date : 0862	Number of Students - Logisti Finance	
COURSE OBJECTIVES		•
The principal objective of thi logistics and finance responsibilit III field stations. The course fam regulations, and procedures as they travel, personnel and physical secuis placed on reactical applications	ies at Class B or C and Type illiarizes students with technipertain to finance, logistication. Employer at a field station.	II or iques, s, foreign hasis

ACHIEVEMENT	REC	ORD				:	*		1	
Grades	are	given	in	accordance	with	the	fitness	report	system.	

Grades are given in accordance with the fitness report system. (Weak, Adequate, Proficient, Strong, and Outstanding)

TEST RESULTS:



#### HARRATIVE COMMENTS:

Mr. Piccolo had difficulty in the computation of per diem. If his future duties will include responsibility for travel, I suggest that additional instruction in per diem computation be given him.

POR THE DIRECTOR OF TRAINING:

- Instructor

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		FITNESS RE	PURT				0256	58 🛩		
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8. OFFICIAL POS	ITION TITLE				F/DIV-BR OF	SSIGNMENT		STATION	i	
Ops Of	ficer	•		D	DP/WH-1		ife clos	n Citu		
	PE OF APPOINTMEN			10. C	HECK (X) TYPE	OF REPORT	,			
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CAREER-PROSISIONAL (See trainctions - Section C) . ANNUAL MEASSIGNMENT SPECIAL (Specify): 4										
11. DATE REPORT DUE IN C.P. 12. REPORTING PERIOD (From- to-)										
				~	June 1966	to Secto	+-jren 101	\$6		
SECTION B		PER	FORMANCE							
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	Performance is so others doing simil					and In com	parison to th	no perform	ance of	
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mannor in which o	he most important s mployee performs E esponsibilities MU:	ACH specific dut	y. Consider	ONLY	effectiveness	in performa	nce of that	duty. All		
PECIFIC DUTY NO			<del></del>			<del></del>			RATING	
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funding, e	tive manageme te.	nt of projec	et a <b>ctivi</b>	tics	including	; account	aimis,		RATING LETTER	
Operational etc.	l reporting,	Including ec	ent <b>a</b> st re	rort	s, operati	oml pro	erens re	eroets,	RATING	
PECIFIC DUTY NO	. 4	•							RATING LETTER	
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	C	VERALL PERI	FORMANCE	IN C	URRENT PO	SITION		·		
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#### NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of weakhellotmence. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explicit highes given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or superitory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This employee has continued to perform the second archive it with a same rating detail under this section in the last litings reports are such that one can be added to the same rating accordance. The second paid and the parameter and such heavier tanks load added to the

This employee has continued to perfort in the last flitness report or performer described in detail under this section in the last flitness report or perfect by the same rating officer (May 1966). He has had to assume an even heavier work load owing to the imminent transfer of his supervisor whose Drank-Roomking assets have of necessity been turned over to this employee. His health less not improved as expected and it is felt that he should be sent to WOLADY for a complete modical check-up as soon as he can be spared for the time required.

Once again, it is recommended that this officer be promoted as seen as possible to GS-11.

SECTION D	CERTIFICATION AND CO	DMMENTS
1.	BY EMPLOYEE	
. 10	ERTIFY THAT I HAVE SEEN SECTIONS A, E	, AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
9 September 1966	/s/ Joseph S. Piccol	o `
2.	BY SUPERVISOR	
wonths employee has been under my supervision 4 months 'IDY 11 months PCS	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
9 September 1966	Ops Officer	/s/ Robert T. Shaw
	BY REVIEWING OFFICE	
COMMENTS OF REVIEWING OFFICE	· <b>L</b>	
Comments of		ne Ratings and the

Chief of Station /s/ Binston Scott

Administrative management of project activities including accountings, funding, etc.  Specific Duty No. 3			<u> </u>		( Ehen	Filled	10)			
SECTION A    Canada	İ			EITNE	CC DEDONT				EMPLOYEL SERIAL N	UMBER .
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C. CHECK 131 TYPE OF APPOINTMENT   10. CHECK 131 TYPE OF REPORT   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   RESERVE   TEMPORARY   INTERAL   CAREER   TEMPORARY   TE						1		ASSIGNMENT	1	
cancer   Reserve   Temponary   Residence   Temponary   Residence   Temponary   Residence   Temponary   Residence   Temponary				<del></del>	<del></del>			. OF DE COD	Mexico City	
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SPECIFIC DUTIES   Service   Servic		Li		l			ļ	1	·	
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1 June 1966  PERFORMANCE EVALUATION  W. Week  Performance ranges from wholly inadequate to slightly less than sotisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to resustancement or to superiorison. Describe action team or proposed in the placing on probation, to resustancement or to superiorison. Describe action team or proposed in a category and is characterized neither by deficiency nor excellence.  P. Proficient  Performance is more than sortisfactory. Desired results are being produced in a proficient manner.  Performance is characterized by exceptional proficiency.  O Quistending  O Quistending  O Outstanding  O Outstanding  O Outstanding  SPECIFIC DUTIES  List up to six of the most important specific duvies performed during the rating period. Insert rating letter which bear describes with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of amployees supervised).  SPECIFIC DUTIES  Agent handling and exploitation. Serves as case officer to a variety of agents including  Operational reporting, including contact reports, operational progress reports, etc.  S. Conception and dissemination of intelligence information.  S. Conception and initiation of covert action programs in support of FL/CI operations.  OVERALL PERFORMANCE IN CURRENT POSITION  (As less excess acceptage the supervised was a surface, and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface and a surface of the surface of the surface and a surface of the surface and a surface of the			1 O.P.							
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Target analysis and preparation of plans for mounting new operations.  PECIFIC OUTY NO. 8  Conception and initiation of covert action programs in support of PI/CI Operations.  OVERALL PERFORMANCE IN CURRENT POSITION  Cate into account everything about the ampleyee which influences his effectiveness in his current position such as performance of specific divise, spadualizity, denduction jub, components and programs of the program of the program of the performance of specific divise, spadualizity, denduction jub, components and programs of the performance during the training period.  S  S  S  S  Conception and initiation of covert action programs in his current position such as performance of specific divise, spadualizity, denduction jub, components and period period period during the training period.  S  S  Conception and initiation of covert action programs in support of PI/CI  OPERALL PERFORMANCE IN CURRENT POSITION  S  S  S  S  S  S  S  S  S  S  S  S  S	PECIFIC DUTY NO	. 4								RATING LETTER
Target analysis and preparation of plans for mounting new operations.  PECIFIC OUTY NO. 8  Conception and initiation of covert action programs in support of PI/CI  Operations.  OVERALL PERFORMANCE IN CURRENT POSITION  Take into account supprising about the amplayee which influences his effectiveness in his current position such as performance of specific duties, puddentivity, doubten't on job, cooperativeness, pertinent personal Maits of habits, and setticular limitativity or takeness a Based on your based of employee's expectly performance during the rating period.  Solution the letter in this retinguish as terresponding to the strengest on the most occupied; reflects his lessed of performance.	Reporting a	nd di	lssemina	tion of	intelligen	e inf	ormation.		•	S,
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Conception and initiation of covert action programs in support of PI/CI  operations.  OVERALL PERFORMANCE IN CURRENT POSITION  Take into account everything about the amplayee which influences his effectiveness in his current position such as performance of specific duries, praductivity, conduct on job, cooperativeness, pertinent personal maits or habits, and setting of Based on your knowledge of amplayee's serial performance during the rating period.  Solution in the integration of the companies of the programs of the period of performance.	Target anal	ysis	and prep	paratio	on of plans i	or mo	unting new	operat:	lons.	
OVERALL PERFORMANCE IN CURRENT POSITION  Tobe into account everything about the amplayee which influences his effectiveness in his current position such as partlemente of specific duties, praductivity, conduct on job, cooperativeness, partlement personal tests or habits, and instituted limitativity at stelenge. Based on your knowledge of employee's severall performance during the rating period. So leave the latter in the letting has a surresponding to the strength mapting acquariety reflects his least of partnermance.	PECIFIC OUTT NO.	, .			To the desired of the second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the second section in the second section is a second section in the section in the section is a section in the section in the section in the section is a section in the section in the section in the section is a section in the section in the section in the section is a section in the section in the section in the section is a section in the section in the section in the section in the section is a section in the section in the section in the section in the section in the section in the section is a section in the section in the section in the section in the section in the section is a section in the section in the section in the section in the section in the		1			BATING LETTER
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Take into account averything about the ampliques which influences his affectiveness in his current position such as particulation and the second of specific duties, preductivity, conductivity, conjugate to applicate so particulation personal mails and instituted institute the second personal mails and provide the second of second personal personal during the rating period.  Solution the letter in the rating has a surresponding to the statement which mast accuracy reflects his lesst of particulation.				DVERAL	L PERFORMAN	CE IN C	URRENT PO	MOLTIZ		
	ermance of special erticular limitation lace the letter in i	110 disc.	ing about these products	e empley livity, de-	on which influence nduction job, con- in browledge of a	a his ofi parativos mployes	ectiveness in ess, pertinent s everall perf	his current personal to	ing the rating period,	

	( North Filler (N.				
SECTION C	NARRATIVE COMMEN				
Indicate significant strengths or weaknesses demonstrated in current position beging in proper perspective their relationship to					
overall performance. State sugge-	stions made for improvement of work performat	hed. Givil Fermanandations for trammo. Comment			
on foreign language competence,	if required for current position. Amplify or ex	plain ratings given M. Betsion B to provide best			
to the use of personnel some	onnet action. Manner of performance of manage	erial or supervisory duties and cost consciousness			
Section C, attach a separate shee	et of paper.	anylicable. If extra space is needed to complete			
i .		77 A3 PM CA 71			
This employee has turned in a consistently fine performing office his assignment					
to Mexico City. Every going operation assigned to him has shown marked improvement					
under his tutelage, most notably the PURIMEN which has					
finally developed into a highly productive enterprise under the guidance of this office					
He is handling a sensitive PERUTEN case in a most professional manner.					
His operational reporting is exemplary and his writing style, once somewhat obtuse, has shown steady improvement. Despite a relatively short period in the role of field case					
		olleagues and agent assets alike.			
		is sincere interest in them. He			
		ative and resourceful. In operation			
		ervisory ability, except as exercise			
indirectly through oth	iers, has not yet been sufficie	ntly put to the test to enable the			
rating officer to make	a determination, but it appear	rs that he already possesses the			
		alth problems in Mexico but in spite			
		eed, one wonders what he would be			
		ch level of performance to date.			
		n record as stating that never			
in his 18 plus years w	ith the organization has he ha	d the pleasure of serving with a			
more promising young c					
It is recommended	that he be promoted to GS-11:	as soon as eligible.			
In addition to th	e period covered by this repor	t (Oct 65-May 66) this employee			
		April 65 to Aug. 65. His performing			
		Riggerparation of this report.			
1.	BY EMPLOYEE				
<del></del>	ERTIFY THAT I HAVE SEEN SECTIONS A. B. AN	D C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE				
12 May 1966	/s/ Joseph S. Piccolo				
2.	BY SUPERVISOR				
MONTHS EMPLOYER HAS BEEN	IF THIS REPORT HAS NOT BEEN SHOWN TO E	MPLOYEE, GIVE EXPLANATION			
4 months TDY					
7 months PCS					
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED ON PRINTED NAME AND SIGNATURE			
12 May 1966	Ops Officer	/s/ Robert T. Shaw			
	BY REVIEWING OFFICIAL				
COMMENTS OF REVIEWING OFFICIAL					
The reviewing officer concurs in the comments of the rater. I have					
observed this officer closely during his tour at the Station. He					
has largely overcome a tendency to freewheel somewhat and shows an					
increasing willingness to accept guidance from more experienced					
officers. Compared with other officers of the same grade at this					
Station, it is my belief that his overall performance should be					
rated O rather than S.					
• •					
In the Station's view he is a young officer who should advance					
steadily and with more experience should be able to handle a demanding					
assignment.					
	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			
•					
12 May 1966	Deputy Chief ofStation	/s/ Alan P. White			

SECRET

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		POVISIONAL (See Inst	ructions	. <del> </del>	X	ANNUAL	REASSIGNMEN	
	SPECIAL (S				<del>-   ^</del> -	SPECIAL (Specify):	<del></del>	
I. DA	TE REPORT	DUE IN O.P.			12.5	EPORTING PERIOD (From		
ECT	ION B	-		PERFORMAN	CE EV		000 1202	
w - <u>w</u>	leak dequate	positive remedial o probution, to reass	iction. Ignmen	The nature of the act or to separation,	Describ	, less than satisfactory, uld range from counseling e action taken or proposi tisfactory and is charact	g, to further training, fo ed in Section C.	placing o
o . o	roficient		a shaa	satisfactory. Deals	ad casul	ts are boing produced in	a proficient manner	•
5 - 51				red by exceptional i			o proticioni moment	
	usstanding	Performance is so	excepti		aquireme	ints of the work and in c	omparison to the perfor	mance of
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mance He ula	e of apocifi respondent	ie dutios, productiv is or talonie. Based	on yo	indust en jab, soop ut knowledge al en	erativom Payalar	ett, pertinent personal n overall performance d at acquirately reflects his	traits or habits, and uring the rating period.	
5 D	EC 1385							•

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SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current populative for the process their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisors luties must be described, if applicable.

Dispatch HMMT - 5685 dated 13 August 1965 formation - Mexico City

" In view of the fact that Subject's recend serving man Koun Nexico Station was done while he was on TDY, this Station is not in a position to prepare a fitness report covering Subject's performance for the period. Since he was absent from Headquarters, it is felt that he might possibly not be credited for his fine work unless the Station expresses its views.

\* Subject plunged into work with the PBRUMEN Section immediately upon arrival and was given a wide variety of assignments ranging from surveillances on a rainy street at 4:00 a.m. to the preparation of operational reviews. He was given a number of existing agent assets to handle with a minimum of overlap with the provious case officer. He performed very well in every instance. He is able, enthusiastic, and capable of carrying a large work load. His colleagues in the office and his agents and contacts outside found him a pleasure to work with. The only weakness noted during his TDY assignment was in his written work--a tendency to be unclear -- but this is something the Station is certain he can work out satisfactorily and it is not a serious shortcoming."

Mr. Piccalo returned to Mexico City PCS 29 Sept 1965

SECTION D	CERTIFICATION AND COMMI	ENTS .			
1.	BY EMPLOYEE				
1	CERTIFY THAT I HAVE SEEN SECTIONS A, B, AN	U C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE				
2.	BY SUPERVISOR				
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IP THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
		on and will be shown report upon hi			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
13 August 1965	COS, Mexico City	Winston M. Scott /s/			
3.	BY REVIEWING OFFICIAL				
	· 0 100 g 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	he have			
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	•				
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED HAME AND SIGNATURE			
13 August 1965	cos	Winston M. Scott /s/			

		( Then )	Pilled In)			
FITNESS REPORT						
025658						
SECTION A	A-14-14		NERAL			
PiCCOLO Joseph S. 8 Dec 35 M GS-09 SJ				,		
O OFFICIAL POT		ph S.		GS-09 SJ		
Ops Off	•		DDP/WH/C/RR/OS	Washingto		
	PE OF APPOINTMENT		10. CHECK IN TYPE OF REPORT		<u> </u>	
CAREER	RESERVE	TEMPORARY	INITIAL	X REASSIGNME	NT SUPERVISO	
CAREEN-PROVISIONAL (See Instructions - Section C) ANNUAL REASSIGNMEN						
SPECIAL (Specify): . SPECIAL (Specify):						
LL.DATE.REPORT	DUE IN O.P.		12. REPORTING PERIOD (From- 10		•	
J-October 1964 - 15 March 1965 SECTION B PERFORMANCE EVALUATION						
W - <u>Weak</u> A - <u>Adequate</u>	positive remedial act probation, to reassig	ion. The nature of the act nment or to separation. D	alightly less than satisfactory. A is lon could range from counseling, to escribe action taken or proposed lively setisfactory and is characterized.	o further training, n Sectjon C.	to placing on	
	excellance.			·	, ,	
P · Proficient			fresults are boing produced in a pr	oficient manner.		
S - <u>Strong</u> O - <u>Qutetanding</u>	Performance is so ex	ctorized by exceptional pro ceptional in relation to req work as to warrant special	julraments of the work and in comp	arlson to the perfo	ermance of	
		SPECIFI	C DUTIES			
manner in which e	mployee performs EAC esponsibilities MUST	H specific duty. Consider	ng the rating pariod. Insert rating to ONLY effectiveness in performant supervise (indicate number at emp	ce of that duty. A	All employees	
a		officer for handl	ing communications tra	aining of	S	
PECIFIC DUTY NO	Operations	officer handling	a		LETTER	
ŀ	eing utilized in		rations.			
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PECIPIC DUTY NO	<del>, , ,</del>				RATING	
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<del></del>	OVI	RALL PERFORMANCE	IN CURRENT POSITION	<del></del>	-	
ermence of specification of the least of the letter in the	overything about the or is duties, productivities or release. Based o	rplayee which influences i y, conduct on job, respec- n your knowledge of amp	his affectiveness to bis surrout pas divenses, participal passament for leyee's everall passament duting the mass assurately reflects bis lov	the serving preside	8	
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NARRATIVE COMMENTS FICE.

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recummentalities for training. Comment on foreign language competence, if required for current position. Amplify or explain refings given in Section B to provide best basis for determining future personnel action. Manner of performance of manageriality a hypervisory duties must be described, if applicable.

Mr. Piccolo is an energetic, capable, all-around officer with a flair for operations and a great deal of common sense. He reacts correctly and institutely when operational problems arise. His agent handling has been superior. He has a good knowledge of tradecraft and also understands records management. Although young, he is mature and self-reliant, needing little supervision.

Mr. Piccolo's promotion is being recommended in a separate memorandum.

Mr. Piccolo is cost conscious and effective in the use of space, equipment and funds. He does not hold a supervisory position.

SECTION D	CERTIFICATION AND COM	AENTS			
1.	BY EMPLOYEE				
	CERTIFY THAT I HAVE SEEN SECTIONS A, B, A	ND C OF THIS REPORT			
23 Mic . 6.5	SIGNATURE OF EMPLOYEE	Carlo Co			
2.	BY SUPERVISOR				
MONTHS EMPLOYEE HAS BEEN UNDER MT SUPERVISION	IF THIS EMPLOYEE HAS BEEN IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
16 months		1			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED ON PRIM TO NAVE AND SIGNATURE			
28 III 68	C/WH/SA/CI (WH/C/SP)	Harold F. Swenson			
3.	BY REVIEWING OFFICIAL				
COMMENTS OF REVIEWING OFFICE	AL				
Concur in 1	rating of Supervisor.				
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e e e e e e e e e e e e e e e e e e e	SPRICIAL TITLE OF BEVIEWING OFFICIAL	TTPER OR FRINTED NAME (OIL) SIGNATURE			
24 March 1965	Asst. Deputy Chief, WH/C	John T. Flynd			

## CONFIDENTIAL

17 August 1964

MEMORANDUM FOR: Chief, Western Hemisphere Division, DD/P

ATTENTION

: Administrative Officer

FROM

: Chief, Junior Officer Training Program

SUBJECT

Trial Attachment of Junior Officer Trainee Joseph S. Piccolo for on-the-job training

1. This memorandum confirms the attachment of Subject for on-the-job training in your Division as the second phase of the JOT Program undertaken with your cooperation.

- 2. The purposes of this trial attachment are:
- a. To test his abilities in the practical application of his formal training;
- b. To evaluate his potential and suitability for permanent assignment;
- c. To train him for a specific assignment appropriate to his aptitudes and development;
- d. To stimulate his motivation for a career in the Agency.
- 3. The attachment for six months effective 13 July 1964 can be adjusted by mutual consent according to circumstances or need for additional training. It is especially important that the Chief/JOTP be notified immediately if the trainee is not appropriately placed or is not effective in his work.
- 4. The JCT has been fully informed of the significance of this trial period in his career development.
  - 5. Details of administrative procedures are attached.

FOR THE DIRECTOR OF TRAINING

R.B. Trum

ROBERT B. PREDMAN

Attachment Distributions

1 - Addressee w/att.

1 - C/CSPD w/att. O/Pora. Official Piles w/att.

1 - JOT Piccolo w/att.

CONFIDENTIAL

#### CONFIGERTIAL

#### DETAILS FOR ADMINISTRATION OF ATTACHED DOU'S

#### For Supervisor.

- 1. The office or division will maintain time and attendance records during the period of this attachment.
- I Overtime can be authorized only after supervisor has checked with the SCT Iretcing Officer. OTR will be reimbursed by division or effice for courtime payments. The TSA clerk should report to JCTP at the end of each pay period any overtime worked by a JCT.
- 3. Any security violations by this JOT will be handled in the manner that in appropriate to the division or staff. Calei/JOTP will be notified in this event.
- 4. Supervisors will execute any fitness reports covering the period of this actachment. Chief/JCTP will countersign such reports.
- 5. Supervisors will provide job performance data to the Chief/JOTP when the JOT enters a promotion zone of consideration.
- 6. JOTP is located in Room 743, Scophill Building, Extension 3261. Any questions should be addressed to Mr. JOHN GERRY
- 7. It is requested that each supervisor submit a progress report after three months of attachment. In the event of rotational mesignments within a division where supervisors change, a progress report should be submitted at the end of each phase of the rotation.

#### Ecr JOT:

- 8. Any leave will be worked out with the supervisor and if approved must be communicated by telephone to the JOTP office. See paragraph (1) above.
- 9. The JOT will furnish Chief/JOTP with a progress report after the first month of attachment and every two months thereafter. Items desired include:
  - a Description of activities
  - b. Plane for next reporting period
  - c liames and titles of supervisors
  - d. Assessment of value of present experience
  - e. Any constructive suggestions

These reports about to routed to Cutof/1919 wis the supervisor.

10. The JOT will advise this office of his runs number and extension and name of his supervisor as soon as possible after attachment.

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## CONFIDENTIAL

#### 11 August 1964

MEMORANDUM FOR: Chief, Western Europe Division, Diyr

ATTENTION

: Administrative Officer

FROM

: Chief, Junior Officer Training Program

SUBJECT

: Trial Attachment of Junior Officer Trainee
Joseph S. Piccole for on-the-job training

- 1. This memorandum confirms the attachment of Subject for on-the-job training in your Division as the second phase of the JOT Program undertaken with your cooperation.
  - 2. The purposes of this trial attachment are:
  - a. To test his abilities in the practical application of his formal training;
  - b. To evaluate his potential and suitability for permanent assignment;
  - c. To train him for a specific assignment appropriate to his aptitudes and development;
  - $\mbox{\bf d.}$  To stimulate his motivation for a career in the Agency.
- 3. The attachment for six months effective 13 July 1964 can be adjusted by mutual consent according to circumstances or need for additional training. It is especially important that the Chief/JOTP be notified immediately if the trainee is not appropriately placed or is not effective in his work.
- 4. The JOT has been fully informed of the significance of this trial period in his career development.
  - 5. Details of administrative procedures are attached.

FOR THE DIRECTOR OF TRAINING

R.B. Truman

ROBERT B. PREEMAN

Attachment

Distributions

1 - Addresses w/att.

1 - JOT Piccolo whit.

1 - C/CSPD w/acc.
1 - O/Pers. Official Files w/act.

CONFIDENTIAL

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#### DETATES FOR ADDITIONABLE OF ATTACHED JONES

#### For Sunctalnow;

- 1. The office or division will unintain tive and extendence records during the period of this attachment.
- 2. Overtime can be authorized only after supervisor has checked with the JOT Training Officer. GTR will be reinbursed by division or office for overtime payments. The TAA clock chould report to JOSP at the end of each pay period any evertice worked by a JOY.
- 3. Any accuracy violections by this 300 will be headed in the manner that is appropriate to the division or staff. Chief/JOTP will be notified in this event.
- 4. Supervisors will execute any fitness reports covering the period of this accomment. Chief/3019 will countersign such reports.
- 5. Supervisors will provide job performance data to the Chief/JOIF when the JOT enters a promotion rose of consideration, ..
- 6. JOTP is located in Roca 743. Prophili Building, Extension 3261. Any quantions should be addressed to Mr. JOHN GERRY
- 7. It is requested that each supervisor subsit a progress report after three mouths of attachment. In the event of rotational assignments within a diviuton where supervisors change, a progress report should be substitted at the end of each phase of the rotation.

#### For JOE:

- 8. Any leave will be worked out with the supervisor and if approved must be communicated by telephone to the JOTP office. See paragraph (1) abovo.
- 9. The JOT will furnish Chief/JOTP with a progress report after the first month of attechment and every two months theresiver. Items desired include:

  - a. Description of activitiesb. Plans for next reporting partied
  - c. Rames and titles of supervisors
  - d. Assessment of value of present experience
  - e. Any constructive suggestions

These reports should be rected to Chief/JOIP via the supervisor

10. The AM will addice this office of his room number and extension and haso of his supervisor as even is possible effer attacks at.

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CONTINENTIAL

#### S-E-C-R-E-T

#### OFFICE OF TRAINING

#### TRAINING REPORT OPERATIONS COURSE

#### SECTION A

#### **GENERAL**

Operations Course No. 17 (720 hours, full-time)

9 March - 10 July 1964 (Date)

Student : PICCOLO, Joseph S. Office

: OTR/JOTP

Year of Birth: 1935

Service Designation: 31

Grade : G3-08. Number of Students:

began

ECD Date : February 1957 finished

#### SECTION B

#### PERFORMANCE EVALUATION

W - Weak Ranges from inadequate to less than satisfactory (in terms of a new and inexperienced case officer).

A - Adequate Has achieved the basic level required. Satisfactory, characterized neither by deficiency nor excellence.

P - Proficient More than satisfactory. Has acquired a solid beginner's

proficiency. This rating may be interpreted as representing "average" on our rating scale.

Exceptional proficiency, characterized by thoroughness, 8 - Strong

initiative, originality, and an exceptional student understanding of the case officer role in clandestine

operations.

0 - Outstanding Performance is so exceptional in relation to require-

ments of the work and in comparison to the performance of other students doing similar work as to warrant

special recognition.

S-R-C-R-E-T

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4.			**************************************
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6.			<u> </u>
		GENERAL FAMILIARIZATION	
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2.			P
inte	cussion of cases, readicalisence programs and distribution in equipment familiarization	ived general instruction by presing and some practical application procedures. He was also given and the operation, and heard short presentation and included rational minimistration and support	en in Counter- general ion of basic as on , Other areas
	•	OVERALL PERPORMANCE	•
perf	h most accurately refl	orresponds to the statement eats the student's level of o account everything about ffectiveness.	
the and	instructors feel that	ction of the degree to which the student is both suitable service in the Classicatine	P

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S-E-C-R-E-T

#### SECTION C

#### NARRATIVE COMMENTS

Significant strengths and weaknesses and their relationship to overall performance in the Operations Course. This section amplifies and explains, as necessary, the rating letters given above.

Mr. Piccolo's performance throughout the course seldom deviated	
from the "Proficient" level. His strongest showings were frequently in	
areas where he used knowledge gained from previous Agency experience	
• • • • • • • • • • • • • • • • • • •	
together with his natural ability to get along with people in face-to-fac	.0
situations. No excelled in agent handling because he made an extra	
effort to establish and maintain rapport, was competent in solving	
operational miministration and support matters with a minimum of guidance	
	"
and was imaginative in and in establishing claudestine	
. Chortcomings, however, arese in other areas because he	
occasionally relied too much on his ability to improvise, rather than	
to spend extra time in analyzing, planning and otherwise preparing for	
agent meetings.	
Mr. Piccolo easily recognized leads of operational or intelligence	5
value, and as the course progressed, displayed marked improvement in	,
his witting of apples diametrics and reports.	

Mr. Piccolo acquired a more than satisfactory knowledge of the principles and techniques taught during the course.

FOR THE DIRECTOR OF TRAINING:

Chie	of Instructor	

24 July 1964 Date

# OPERATIONS COURSE NO. 17 9 March 1984 - 10 July 1984

	•		Numbe	or att	ending	course:	54
	RATING		A	Ţ.	2	<u>3</u>	0
	OVERALL:		0	5	32	16	1
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1.	,	•	0	· <b>5</b>	30	17	2
<b>2.</b> .			0	7	25	13	4
3.			0	1	34	19	O
4.			0	3	24	23	4
5.			0 .	3	33	11	.4
6.		•	Ó	6	25	21	2
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2.			0	5	39	9	1

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#### TROTAL BAIRING REPORT

#### COMMITTED AS INITIAL PUINESS REPOST IN LIEU OF FORM 45

1,	NAN	E OF				GILODLE) GRADE	EMPLOYEE SURTAL NO. 025658	. and rece
2.	DAT	E REF	ORT I	DUE IN O.F	7/31/64	REPORTING PE	RICD . TO 6/30/	64
	Pro	erac Lled	with evalu Perso	incensive sations of sanct Pold	trakaiu; This perfo er, Defia	( Clandestine ( rmwce in each ;	phase are contained in h ing letter corresponds	14
	that	มกร		-		•		

#### COMMENT AND PERTIMENT OBSERVATIONS:

During his training, Mr. Piccolo has acquired a good knowledge of the principles and techniques of clandestine operations. He has demonstrated a good intelligence sense and a particular ability for handling agents.

He has had no supervisory responsibilities yet, and he appears to be cost-conscious as far as the undersigned can judge.

#### S-E-C-R-E-T

#### PERFORMANCE RECORD .

#### International Communism - Challenge and Response

#### JOT Class 10 February - 6 March 1964

#### Course Description

#### A. Statement of Objectives.

- 1. To develop a familiarization with the doctrine, organization and tactics of International Communism as represented by the Communist parties and organizations in the free world; and in addition, to make the student aware of the capabilities, methods and problems of the Soviet Union and China.
- 2. To develop an understanding of the challenges facing the United States and the free world from the objectives, activities and capabilities of International Communism; and to assist the student to articulate the U.S. position at home and abroad to meet these challenges.

#### B. Course Method

- Approximately one-half of the course is devoted to lectures, one-fourth to seminars, exercises and demonstrations, and onefourth to individual study.
- Student achievement is judged on the basis of performance in two written examinations and participation in seminars, and exercises.

Name: Piccolo. Joseph
Written Work
lst Examination: Doctrine, CP Organization & USSR Proficient
2nd Examination: China, CP ActivitiesProficient
Over-all Written Work Proficient
Oral Work
Seminars, Exercises Strong
Comment:

GROUP I
S-E-C R-E-T Excluded from automatic
downgrading and
declassification

#### TRATUTED REPORT

		TIME ILLINO II	LIL OILL				
Introduction	to the Clander	tine Service	s (JOT Progra	m)	3 - 7 Feb	ruary	1964
Student Year of Birt	: Joseph S. Pic	ccolo	Office		JOTP		
Grade	: GS-08		Service Desig	gnation	: SJ		
EOD Pate	: February 1957	7	No. of Studer	rts ;			
OBJECTIVES A	id content		•				
the Junior O of the Cland preliminary lectures by Services and in making hi		rith the general This ories? Program at of major condods and is puddering a condition.	eral organizat tation takes Headquarters. monents of th presented to a areer in the C	ion and place de la Clanda sist telandest	d function during the ensists of destine the JOT tine Servi	•	The American Control of the Control
	a certificate o	f attendance	. No record	was mad	le of indi	vidoul	
FOR THE DIREC	TOR OF TRAINING	:	·				
^		Chief In	structor 7		[8 1954 Pate		•

SECRET

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			(When Fi	lled In)						
TRAIN Intelligence	ING REPORT TECHNIQUES	C OUR	SE (12	O Houre)	COURSE N		AC. STUDENTS	13	or cou - 31 1964	Jan
		IDEN	TIFYING	INFORMAT	ION		·			
NAME OF STUDE	NT		YOR	E00 (	PATE		SERICE		G g	30
PICCOLO, Joseph S.			1935	Februar	1957		Jorp		80	sı
			KEY TO	RATINGS						
W - Weak Rand	es from inadequ	ato t	0 1000,1	han satisf	ectory.					
	echieved the ba	olc l	evel rea	uired. Sa	tiefactor	y, char	acterized noith	er by d	•fici•	ncy
P - Proficient More	then estisfact	ory.	HAB ACQ	ulred a so	lid begin	n+r'# p	roficiency.	•		
8 - Strong Exceptional proficiency. Characterised by thoroughness, initiative, originality, and an exceptional student understanding of the work involved in intelligence production.										
O - Outstanding Performance is so exceptional in relation to requirements and in comparison to the per- formance of others doing similar work as to warrant special recognition.										
	LVALUA	TION	OF PLRC	ORMANCE" I	·					
2015	HATING .				RATING		ggist was -		R.	ATING
BRIEFING	P	1	HITING		A		ANALYSIS			P
	OVER-	ALL	PLRFORM	ANCE EYALL	ATION					
The RATING LETTER reflects	the over-all p	erform	nance of,	the studen	t in the	course	and is thus a	neasure	of R	ATING
the extent to which the student telligence. The rating is not a										- 1
takes into consideration any out	•		-			-		-	. !	P
the performance of the student a										-
RE	PORT OF OBSERV	/AT 10	NS. JUD	SMENTS AND	IMPRESS	IONS		<del></del>		
the general impression the student's attitude, cooperativeness, attentiveness, maturity, and judgment. It also includes the general impression the student has made on the faculty. This report will not be included unless the instructors believe that it would add something to the previous evaluation of performance in skills as well as to the evaluation of the OVER-ALL PERFORMANCE of the student.										
								{	J	
							O A		_	
FOR THE DIRECTOR OF TRAINING	1-1-	CHILT		IGENCE PRO		ACULTY		Fel	669	
; 2070	······································		SECRE	T			-		(	451

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JOT INTEGRATED PROGRAM (CLASS OF JABUARY 1964)

Introduct	lan ta Intelligence	•	
	full-chae)	6 - 10	Jenuary 1964
Student	: PICCOLO, Joseph S.	Office	: 63
Year of B	orth: 1935	Service	Dasignation: 3J
Grade	: <b>65-08</b>	Humber o	of Students :
EOD	; February 1957		
COURSE OBJ	ECCIVES - CONTENT AND METHODS	•	
course obj Intelligan (2) to des their rels and identi and means i	e Introductory phase of the JOT ectives are: (1) to instruct to and the role of national interibe the intelligence communitationable to C(A; (2) to define if the components performing the by which C(A fulfills its respondention of intelligence.	he student in the basi ciligence within the G v; its members, their and describe the funct so; and (4); to explain	c concepts of overnment; duties, and fons of CIA the processes
	ectional techniques include lect jost speakers, seminars, reading		
CHIEVENEUT	r HECORD		
leced in t	ition is based on a 40 question he columns below show how many wring is indicated by the ester	students received each	
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OR THE DIR	ECTOR OF TRAINING:	1 FARLER	
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	<del>}</del>					( 4747	711100	147			<del></del>	
13	FITNESS REPORT 025658								4UMBER			
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1, 4	PI PI	CCO	_	(Fii-i) Seph	s.	(Middle)	B D	oc. 1935	Male	GS	-7 D	na. grung, ani ngaga si
6. 0	PPICIAL POS							PONY BROF		1	RRENT STATION	
		Ass:	istant					P/TFW/C			shington, I	), C,
. C	CAREER	1	RESERVE			ORARY		INITIAL	OF REPOR	``\ ``\*	REASSIGNMENT	11.D.C.O
		OVISIO	ONAL (See In	incliane				ANNUAL			REASSIGNMENT	
	SPECIAL (S	pecify)	·					SPECIAL (Spe	city):			
11.0	ATE REPORT	DUE	N 0.P.	·			!	EPORTING PER				ne 9
SECT	TION B	<del></del>	<del></del>		PE	RFORMAN			1902	- 18	January 1	963
	Ters.	probo	ive remediat tion, to reas	action. 1 signment	The not	ture of the ac separation,	tion cou Describe	ld range from action taken	counseling, or propose	, to furi d in Sec	_	placing or
	Mesvete		rmance meer lence.	e oli tedr	Jiremen	115.  1 15 ON	irely sor	islactory and	B characte	fited n	either by deficie	incy nor
P .	Profisions							s are being pro	oduced in a	profic	ient manner.	
_	trong	1.2			. *	exceptional s	-					
0.9	Outstanding	Perfor	rmance is so I doing simil	exceptions or work a	inal in	relation to re arrant specia	quireme i recogn	nts of the worl Itlan.	and in co	mpariso	in to the perform	ance of
	<del></del>		<del></del>			SPECI	FIC DU	TIES				
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								ssion to t iment age		i, as	sists in	ន
-4 (10	16 DUTY NO.	4		~~ <del>~~~~</del>								RATING
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To. 241			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	VERAL	L PE	RFORMANO	# IN C	URRENT PO	HTION			
, <del>, , , , , , , , , , , , , , , , , , </del>	الموجود في جا بمنابعات الح	امیلی آوا ده هد ه	isa, praducti Isala Basa	istly, sou of on som	ndust s d barr	en jub, sampi sladga ul an	#41149/m	etisamaan in h ta, partingnt asarati parti tassuratals a	personal s manra du	ing the	habits, and	8

E	CTION	С	•	HARRATIVE	COMMENT

Indicate eignificant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties must be described, if applicable</u>.

Employee returned to duty with the Agency in September 1962 after completing a tour of military duty. At that time he was assigned to TFW/CI. Although employee expressed a desire to work in operations at that time, he agreed to perform the duties outlined in Section B. He was called upon to perform these duties because of the dire need within TFW/CI for someone with his talents to establish and manage Branch systems for mail routing-control and files. Employee was promised an operational assignment as soon as the systems were established and functioning in an orderly and efficient manner. Employee has performed his duties exceptionally well and has established systems for mail routing-control, and files for the Branch which are functioning well. It is strongly recommended that this employee be assigned to duties of an operational nature and relieved from his present duties as soon as possible. Employee has the capability of assuming more and greater responsibility.

SECTIO	ON D	CERTIFICATION AND CO	MMENTS
1.		BY EMPLOYEE	4
	I CI	ERTIFY THAT I HAVE SEEN SECTIONS A, B	, AND C OF THIS REPORT
DATE	· · · ·	SIGNATURE OF EMPLOYEE	Dis. No
2.	· i `	BY SUPERVISOR	·
MONTHS UNDER N	EMPLOYEE HAS BEEN	IF THIS REPORT HAS NOT BEEN SHOWN T	O EMPLOYEE, GIVE EXPLANATION
	5 months		
20	helicony 63	C/TFW/CI	VICTOR WALLEN
3.	<del>*</del>	BY REVIEWING OFFICE	
	This employ	ee gives promise of con	tinued professional growth.
DAVE	The state of the s	OPPICIAL TITLE OF REVIEWING OPPICIA	i bridanamanidia mari art lightstar
21	Pobruary 1963	Deputy Chief, SAS	Bruco B. Choever

(Then Filled In)											
For	REIGH LANGUAGE	APTITUDE AND EXF	PERIENCE R	EPORT	DATE OF TE	STING					
NAME			0.	rice		110011					
above on a ba performance a courses are left are for a for each aptit an Agency fore example. 22 pe average or bet be expected to of "6" to have rating of "8." aptitude ratin ing. The diff	ittery of fore and subsequent indicated by to come and the growing language to recent of the water in course to be average on about the same the other in course to be average of the course of the co	iow is an interration language of training performence, whi reference, whi retter in course at expectation of end of the scale ostionship are dut scores. On the	titude te mance of to the a t are for that a re an avera- an aptitude 1e 5 perc se perfor success , 80 perc average ( e to diffi	sts. The relatituations in Age optitude categor ren. From the recomment that ca- te or better-th derating of "8" ent of the men of mance. A man ne in larguage tra- ent of either m or better-than- erences between	ionships mey langu iles. The g se graphs thegory will tan-average can be ex with rating eds an, apt ining as a en or wome average wo men and w	between testing the training the training to the you can read to be level. For pected to be sof "9" can itude rating woman with in who obtain the in trainmen inboth					
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10. DATE REPORT DUE	IN	0.P.	II. REPOR	(.0)	3′	Winas I	ì	From of ion	n race			ion				
SECTION B					N OF P	ERFOR	MAN'	CE OF SPE	CIFIC	DUT	TIES					
List up to six of the manner in which emplo with supervisory respo	on sib	bilities I	MUST be re	rated a	on their	ability to	supe	BIVIBO (MAICAI	te numb	er of e	employe (	ee sup	• r v i s • d	<b>.</b>		
1 - Unsatisfactory	$\perp$	2 . Bare	ely adequat	!•	3 - Ace		- <del> </del>	Competent		celler	n1 6.	- Supe	rior	7 - 0		ending
SPECIFIC DUTY NO. 1			-,			RATINO	SPE	CIFIC DUTY	NO. 4			•	,			RATING
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SPECIFIC DUTY NO. 3	-	garden				RATING	SPEC	CIFIC DUTY N	40. 5	-					_	RATING
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4 - Perform 5 - Perform 6 - Perform	mane mane	co cloari co in ovo	ly exceeds ary importa ary respect	basic entres tis ou	c require spect is utstandia	oments, s superior, ing.	•								5	]
SECTION D		<u> </u>						EMPLOYE		<del></del>	<del></del>					
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DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF BELCADS
OTHER (2004)(6)

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SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE OF PERSONNELS

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the past basis for determining future personnel actions.

One of Mr. Piccolo's outstanding characteristics is his desire to improve himself. This is evidenced by both his continued educational program on the outside and by his successful effort to learn everything possible about his got ROMALSO wents very much to obtain further career training within the DDP area, particularly in the FI field. I believe he has a definite potential for such work and that he should be given an opportunity for appropriate operational training as soon as possible.

His performance while under my supervision has consistently been well above that to be expected of an employee in his present grade, and I strongly recommend that he be promoted at once to GS-8. He has more than carned it.

SECTION F	CERTIFICATION AND CO	MENTS							
1.	BY EMPLOYEE								
I cei	tify that I have seen Sections A, B, C	, D and E of this Report.							
DATE 4 May 1961	SIGNATURE OF EMPLOYEE	udo							
2.	BY SUPERVISOR								
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN T	DEMPLOYEE, GIVE EXPLANATION							
7 months	7 months								
	IF REPORT IS NOT BEING MADE AT THIS T	ME, GIVE REASON.							
EMPLOYEE UNDER MY SUPERVISION LESS THAN 80 DAYS REPORT MADE RITHIN LAST 90 DAYS									
OTHER (Specify):									
3 May 1961	WH/4/Executive Officer	Jeses D. Dougles							
3.	BY REVIEWING OFFICE	1							
X I WOULD HAVE GIVEN THIS EN	PLOYEE ABOUT THE SAME EVALUATION.								
I WOULD HAVE GIVEN THIS EN	PLOYER A HIGHER EVALUATION.								
I WOULD HAVE GIVEN THIS EL	PLOYEE A LOWER EVALUATION.								
I CANNOT JUDGE THESE EVAL	UATIONS. I AM NOT SUPPICIENTLY PAMIL	AR WITH THE EMPLOTEE'S PERFORMANCE.							
COMMENTS OF REVIEWING OFFICIA		· · · ·							
14 May 1961	Acting Chief, WH/4								

			O¥hen SE	CRET /	Pecor	_				
12 JULY	FITN	ESS REPO	RT	1	CSPD	60/10	PLOYE	E SERI	AL NUM	n e m
SECTION A	-		GEN	IERAL		/				
I. NAME (Lest)	(First)	(Middle)		2. DATE OF	TH THE	3.	EX		4. GRA	DE
Piccol	o,Joseph_	<b>S.</b>		12 - 8	35	- 1	H		GS	3-6
S. SERVICE DESIGNATION	6. OFFICIAL POSIT	TION TITLE				7. 0	PP/DIV	/8R 0	P ASSIG	NMENT
D Intell Assistant   DDP/WH/L/Ops Supr									wport_	
NOT ELIGIBLE MEMBER DEPENDED INITIAL						E ASSIGNA	ENT/SU	PERV	SOR	
PENDING	DECLINED	DENIE	· · · · · · · · · · · · · · · · · · ·	ANNUAL		EASSIGNA	ENT/EN	APLDY	E R	
10. DATE REPORT DUE IN	O.P. II. REPO	RTING PERIO	D To	SPECIAL (SP	city)					<del></del>
1 Feb - 15 June 1960 Promotion										
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES										
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).										
1 - Unsatisfactory	2 - Barely adequa	10 3 - Acc	optable	4 - Competent	5 - Eac	olient 6	• Super	lor	7 - 00	standing
SPECIFIC DUTY NO. 1			MATING	SPECIFIC DUT	TY NO. 4					RATING
Supervises Opc	rations Supp	ort and	1	Conduct	s liaisc	n in s	uppor	rt of		1
Registry Section	n employe	es)	5	operation	ons					5
SPECIFIC DUTY NO. 2			RATING	SPECIFIC DUT						RATING NO.
			1	Perforn	ns dutie	s of B	rancl	h Re	cords	١,
Processes secu	rity clearand	ces	6	Manager	ment Of	ficer				5
SPECIFIC DUTY NO. 3	· · · · · · · · · · · · · · · · · · ·		RATING	SPECIFIC DUT	Y NO. 6					RATING
Performs name	traces and		NO.	Acts as	case of	ficer f	or se	nait	ive	NO.
summarizes info	ormation		6	operatio	n 9		•			4
SECTION C	EVALUATION (	F OVERAL	L PERF	ORMANCE IN	CURRE	IT POSI	TION			
Take into account everything futies, productivity, conduct	ct on lob, cooperation's averall performentally reflects his	iveness, performed during level of performance during	inent per the rating primance.	sonal traits or     period, place	hobits, part the rating r	leular lin	itation	s or ta	onts. (	lo the
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ECTION E	NARRATIVE DESCRIPTION OF MANNER O	F JOB	PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential fulfilly planguage, and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the pass for determining future personnel actions.

During the rating period Mr. Piccolo has been performing tasks that are normally assigned to personnel who hold a minimum to fating of party. Without exception he has performed each of his assignments expeditiously and thoroughly. In addition to his normal administrative functions Mr. Piccolo has been acting as a case officer on certain sensitive and complicated clandestine operations. He has performed these duties in a superior fashion. It is my unqualified opinion that Mr. Piccolo should receive at least a two-grade promotion immediately. However it is recognized that this is contrary to current Agency policy and therefore it is strongly recommended that he be promoted to the grade of GS-7 immediately. Mr. Piccolo is intelligent and extremely industrious. He has worked long hours performing a variety of important tasks. It is my opinion that Mr. Piccolo has the attributes required of career personnel working in the Foreign Intelligence area and that he should be permitted to have his career designation changed to FI. Mr. Piccolo should also be given the opportunity to receive Agency training so that he might be better qualified to perform tasks in this area of activity. There is no question that he would become a professional case officer. The Section C rating has been given after careful consideration of the rated individual's grade and grade level performance.

SECTION F	CERTIFICATION AND	COMMENTS							
1.	BY EMPLOYEE								
	ertify that I have seen Sections A, B	C. D. and E of this Report.							
DATE	SIGNATURE OF EMPLOYEE	5-3							
16 June 1960  BY SUPERVISOR									
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION FOR THE SHOWN TO EMPLOYEE, GIVE EXPLANATION UNDER MY SUPERVISION									
4 1/2		•							
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OTHER (Spealty):									
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPEO OF PRINCED NAME AND SIGNATURE							
16 June 1960	Deputy Chief, WH/4	Robert Reynolds							
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SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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Since the previous Fitness Report, employée has been designated as the alternate to the Station's Records Officer. During periods when the Records Officer has been on duty elsewhere, this employee has assumed responsibility for the Station's records establishment and performed his duties in a competent manner. Based on these considerations, the ratings contained in Sections B, C, and D were determined. (Note Section D, items 1, 2, 3, 5, and 10.) Employee needs more experience in the following:

- 1. The analysis of intelligence material for file categorization (note Section D. Item 4);
- 2. Records Management techniques;
- 3. More experience in the interpretation of data in memoranda preparation (note Section D, items 7 and 9).

His supervisor feels that considerable progress has been made on the points enumerated above, and as the employee gains experience, these weaknesses should reconcile themselves. His supervisor will continue to assign him duties designed to broaden his knowledge and effectiveness in records management. (Cont'd)

SE	CTION F	CERTIFICATION AND	OMMENTS		
1.		BY EMPLOYEE			
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2	) N v 1959	Acting Chief of Station	Farres L. Bear	1	

SECTION E (Continued)

His supervisor recommends the promotion of this employee to GS-6. It is belt that his promotion would assure the continued development of an employee who has the potential of a good records officer.

C. S. Treating

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FITNESS REPORT (Part I) PERFORMANCE
INSTRUCTIONS  ENE THE APPINISTRATIVE OFFICER, Consult cuttent instructions for completing this report.
PNS THE SITEMISOR. This report is designed to help you empress your evaluation of your subordinate and to transitude evaluation to your supervisor and senior officials. Organization policy requires that you inform the subornate where he stends with you. Completion of the report can help you prepare for a discussion with him of strengths and weaknesses. It is also organization policy that you show Part for this report to the amployee excumier conditions specified in Regulation 20-170. It is recommended that you read the entire form before completions, if this is the initial report on the employee, it must be completed and forwarded to the Office Personnel on later than 30 days after the date indicated in item 8, of Section A below
SECTION A. GENERAL
PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, Joseph S.  PICCOLO, JOSEPH S.  PICCOL
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SECTION 8.  CERTIFICATION  1. FOR THE RATER: THIS REPORT X HAB HAS NOT BEEN SHOWN TO THE INDIVIDUAL MATED. IF NOT SHOWN, EFFLASH PARTY.  A. CHECK (X) APPROPRIATE STATEMENTS:
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AND DESCRIPTIONS OF THAT HE SHOPS SHEER HE STRENGTHS
19 March 1958
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SECTION C. JOB PERFORMANCE EVALUATION
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IFRITION. Consider CMY the productivity and effectiveness with which the individual being rated has performed to duties during the rating period. Compare him CMT with others doing similar work at a similar level of responsibility. Pactors other than productivity will be taken into account later in Section D.
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c. For supervisors, studiety to supervise will a who supervise a secretary only)	alwaya to	e sated as a apecific duty (	lo not rate as superviso	re those
d. Compare in your mind, when possible, the similar level of responsibility.	individ	ual being rated with other	All al Suing the same .	Juty at a
e. Two individuals with the same job title of duties.				
f. Be specific. Examples of the kind of duties				
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3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMA	NCE			
DIRECTIONS: Stress strength's and weaknesses, part	icularlý	those which affect develop	ment on present job.	
Employee is competent, displays initis	ative :	and intelligence in a	pproaching records	'
management problems. He definitely litialities. Employee needs more experi composition of memorands. He is conso	lence i	In the analysis of rec	cord material and	•
SECTION D. SUITABILITY FOR	CURREN	T JOB IN ORGANIZATION		
FRECTIONS Take into account here everything your trained personal characteristics or habits, species has with others doing similar work of shout the property of the property	ial defe	eta or talantaami hos hi laval,		
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FITNESS REPORT (Part II) POTENTIAL											
INSTRUCTIONS											
FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.											
FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career menagement and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision POR AT LEAST 90 fAYS. If less than 90 days, hold and complete after the 90 days has elepsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the 6T no later than 10 days after the due date indicated in item 8 of Section "F" below.											
SECTION E. GENERAL											
1. THAME	PICCOLO, Joseph S. (Vidile)   1 Date of Birth   3. SER   4. SERVICE DESIGNATION   8 December 1935   Male DS										
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INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYER HAS BEEN UNDER YOUR SUPERVISION

Three months

AFR 15 2 15 PH '58

COMMENTS CONCERNING POTENTIAL Employee has the potential for a good records officer. Should be develop as rapidly throughout his tour as he has done in this initial period, he will be ready to assume the responsibility for the records establish MAH Ref ) may medium sized field station in his next assignment.

SECTION H.

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FUTURE PLANS

TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Supervisor will give employee instruction in Records Management techniques, and every opportunity to gain experience in analysis of record material.

NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

Employee should be given a grade promotion as soon as practicable because he deserves it and so as to encourage him.

SECTION 1.

DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

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HATE NOT OBSERVED INTO THE LEAST POSSIBLE DEGREE

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5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

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FITNESS REPOR	RT (Part I) PERFORMANCE
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this evaluation to your supervisor and sensor off nate where he stands with you. Completion of t	elp you express your empluation of your subordinate and to transmit ficials. Organization policy requires that you inform the subordi- the report can help you prepare for a discussion with him of his
under conditions specified in Regulation 20-370.	on policy that you show Part Lof this report to the employee except It is recommended that you read the entire form before completing
any question. If this is the initial report on Personnel no later than 30 days after the date in	the employee, it must be completed and forwarded to the Office of idicated in item 8, of Section "A" below.
SECTION A.	GEN ERAL
	ddle) 7. DATE OF SIRTH 2. SER 4. SERVICE DESIGNATION DS
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT FT RI——A&O	0305.01 File Clerk
	PERIOD COVERFO BY THIS REPORT (Inclusive dates)
GS-4	4 Feb 1957 - 18 Oct 1957
l cohanh ann h-t	erassionwent-surferrists erecial (Specify)
1 1 2202	PERSON DENGEN COMPLOTES
SECTION B.  1. FOR THE RATER: THIS REPORT X HAS NAS A	CERTIFICATION NOT BEEN SHOWN TO THE INDIVIDUAL MATED. IF NOT SHOWN, EXPLAIN WHY
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	HD SIGNATURE OF SUPERVISOR D. SUPERVISOR'S OFFICIAL TITLE
21 October 1957	Desk Supervisor, RI/IN TIAL DIFFERENCE OF OFFICE WITH THE SUPERVISOR, OR ANY OTHER IN-
FORMATION, WHICH WILL LEAD TO A BETTER UNDERSTAN	
1	AND THE PROPERTY OF THE PROPER
	EY) DATE
	Posted Page Control 100 200
	2/12/3/57
	Reviewed by FUD
•	CONTINUED ON ATTACHED SHEET
I certify that any substantial di	)or is reflected in the above section.
A. THIS DATE 8. TYPED	ENING C. OFFICIAL TITLE OF REVIEWING OFFICIAL
22 October 1957 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Supervisor, RI/IN Section
SECTION C. JOB PER  1. RATING ON GLNERAL PERFORMANCE OF OUTLES	REFORMANCE EVALUATION
	effectiveness with which the individual being rated has performed
	MLY with others doing similar work at a similar level of respon- taken into account later in Section D.
1 . DOES NOT PERFORM OUTIES ADEQUATELY. 2 . GARELY ADEQUATE IN PERFORMANCE, ALTH	HE IS INCOMPETENT. DUCH HE HAS HAD SPECIFIC QUIDANCE OR TRAINING, HE OFTEN FAILS TO
4 CARRY OUT HESPONSIBILITIES.	LY, OCCASIONALLY REVEALS SOME AREA OF BEARNESS.
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b. Note performance on each appreciate duty cons	iderios OMY	elfertive	ness in perf	ormance of the Heci	fic duty.
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under conditions specific	rd in Regulation 20- a the instead tenns	379. It is a	recommended that you re ployee. It must be come	ed the entir Seted and fo	r= form before co	ompleting
any question. If this i l'ersonnel no later than 3	30 days after the da	te indicated	in item 8. of Section	"A" below.		
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TEST	DESCRIPTION
CLERICAL SPEED AND ACCURACY	A test of speed and accuracy of response in a simple perceptual task. Measures ability to perceive, retain momentarily, and correctly respond to simple number and letter combinations.  Jun 6   101 AM '55
SPELLING	A test of ability to distinguish between correctly and incorrectly spelled words of everyday usage found to be most frequently mispelled.
SENTENCES	A test of ability to distinguish errors in spelling, punctuation, and grammar in sentences.
RUMERICAL ABILITY	A test of ability to reason with numbers, to manipulate numerical relationships, and to deal with quantitative materials. No verbal element is present in the format of the problems.
ABSTRACT REASONING	A non-verbal test of reasoning ability. Measures ability to perceive relationships in changing abstract figure patterns and to generalize changes into operating crinciples.
SPACE RELATIONS	A test of ability to visualize and mentally manipulate forms and patterns in three-dimensional space.
MECHANICAL REASONING	A test of ability to understand and apply mechanical and physical principles presented pictorially in familiar settings.
VERBAL REASONING	A verbal test of reasoning ability. Measures ability to abstract, generalize, and think constructively from concepts presented in word analogies.
LEARNING ABILITY FORM 5	A test of general mental ability consisting of questions on vocabulary, arithmetical reasoning, and verbal analogies.
- TYPING	A ten-minute straight copy test of speed and accuracy in typing material of average difficulty. Typing scores are reported as follows:  Gross — Total words per minute.  Net — Gross words per minute minus : for each error made.  Errors — Total Number
SHORTHAND	A test composed of three typical business letters dictated at different speeds as follows: Letter 1: 60 words per minute; Letter 11: 100 words per minute. Maximum possible scores are as follows:  Letter 1 Letter 11 Letter 11  Form A 49 50 60  Form B 50 51 49  Form C 50 50 50 50

## ADMINISTRATIVE Internal Use Only

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MIMORANDIM FOR: Joseph S. Piccolo

SUBJECT : Acknowledgment of Evaluation Board Functional Category

REFERENCE : Evaluation Found Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category recontained purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, grown potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STUPP THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

- In general, you should consider the following;
   a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.
  - b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you have demonstrated proficiency in your new assignment.
  - c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.
- 3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgeent of change is received by the Career Management Staff.

4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

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NAME OF FATHER (or male guardian)	}#059ET\$	TELEPHONE NO.
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	Port Lauderdale, Fla. 33305	564-5834
NAME OF MOTHER, INCLUDING WAIDEN HAME [67		
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### SERVICE ABROAD AGREEMENT

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T 032600 30375 S E C R E T 2813052 JUN 76 STAFF CITE 30375 TO: DIRECTOR. WISH COMMEND MESSERS PICCOLO AND THOMPSON FOR EXCELLENT PRO-FESSIONAL WORK IN DURING RECENT CI SURVEY. BOTH OFFICERS MADE DETAILED STUDIES OF CASES, FILES AND STATION ACTIVITIES THAT RESULTED IN SOUND ORAL RECOMMENDATIONS FOR IMPROVEMENT. HE ARE IMPLEMENTING THESE RECOMMENDATIONS AT ONCE. SURVEY WAS EXTREMELY VALUABLE FOR ALL STATION PERSONNEL. E2 IMPDET.

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Joseph I Procolo

#### ADMINISTRATIVE Internal Use Only

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22 December 1975

MEMORANDUM FOR: Chief, LA Division

**SUBJECT** 

Mr. Joseph S. Piccolo - Completion of Senior Operations Course #2/76

- 1. Mr. Piccolo attended the Schior Operations Course from 3 November to 12 December 1975 (SOC #2/76). Individual student grades and class rankings have not been used to evaluate student performance. The diverse background of the students and the nature of the course material used in the SOC preclude formal testing. This memorandum attests to Mr. Piccolo's satisfactory completion of the course.
- 2. During the six weeks of the course, 59% of the time was devoted to subjects and activities directly related to operations, including 30% devoted to "hands-on" time with technical equipment and "on-the-street" practice of tradecraft. 31% of the time was devoted to material broadly categorized as "ops management," including about 10% on the Soviet and China targets. The final 10% of the time was devoted to subjects categorized as "management overview and ops support," which consisted of meetings with DO division and staff chiefs and visits to labs and other ops support facilities in the Headquarters area. The \_\_\_\_\_ officers in the class ranged in grade from GS-12 to GS-14 (average grade 12.9), average age was 43.6 (Mr. Piccolo's age is 40). The class members' average years of Agency service was 16.8, and their average years of overseas service was 9.2.

3. The six weeks, normally 30 days of instruction time, was shortened
to 28 days by the Thanksgiving Day weekend. Of these 28 days, Mr. Piccolo
spent six days in intensive training in Persuasion and Manipulation Skills as
taught He spent approximately another eight and one-half
days on technical tradecraft
and usage) and street tradecraft
etc.) including three days intensive practice of these skills in a live
exercise conducted Another five days were spent at Headquarters
meeting with the chiefs of all DO divisions and staffs, and visiting three
operational support laboratories in the metropolitan area. The approximately
eight and one-half remaining days were consumed by a combination of miscel-
lancous operations management subjects, student seminars, and term paper
writing (though the latter was accomplished mostly on the students' own time).
This running of the course was keynoted by remarks by the ADDO, and the
Headquarters week was climaxed by an hour and a half with the DDO. The guest
speaker at the graduation dinner of SOC \$2/76 was Agency Historian
• • • • • • • • • • • • • • • • • • • •
Dr. Walter Pforzheimer.

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SUBJECT: Mr. Joseph S. Piccolo - Completion of Senior Operations Course #2/76

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Course Coordinator Senior Operations Course

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JEURE!
6. PREFERENCE BG. NEXT ASSESSMENT
I am interested in remaining in the "managerial cone" and in obtaining a
position that will give me increased responsibility as well as careet
growth through promotion. Based on my experience and performance as
Acting Chief of Station for two months in 1968, Deputy Chief of
dase for the last 10 months of my tour in 1972-73 and
present assignment as Deputy Chief of Station . I request assign-
ment to a position which entails supervision of several employees and
requires exercise of managerial skills and judgement. If assigned to
another tour overseas, a position as Deputy Chief of Station in a medium
to large size Station would be preferred. If assigned to Headquarters,
I would like to work where an overview of the related operational and
managerial activities can be experienced. If the above assignments are
not available, a tour which would breaden my operational knowledge would
be desired. 1e: SB Division. Ope activity of OTS.  68. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOLE BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PRIFITENCE
FOR NEXT RECULAR ASSIGNMENT BY INSERTING 1: 2, 3 CM 4 (for let. 2nd, 3rd, and 4th choice) in Remaining Boxes, Complete all Alternate Choices and Options in all cases even though you are requesting an extension of your tour.
EXTEND TOUR 3 MONTHS AT CURRENT STATION TO 5 JANUARY 1976.
THE ASSISTED TO HOOTES FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION STAFF OR OFFICE.
BE ASSISTED TO AMPHER FIFED STATION. INCICATE CHOICE OF CEDERAPHIC AREA OF SPECIAL IZATION.
3 RETURN TO MY CURRENT STATION.
PREPARE UPDATING OF PERSONAL SECURITY INFORMATION IN ACCORDANCE WITH DOI-F 240-8 AND FORWARD UNDER SEPARATE COVER. INDICATE DATE FORWARDED OR TO SE FORWARDED.
TO BE COMPLETED BY FIELD STATION  7. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT.
I INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:
Given his steady, reliable and productive performance, every effort
should be made to accompose his expressed preferences. There can be no
doubt that by temperament and experience he would be of greater value to
the Organization in the field rather than at Headquarters, but a tour at Headquarters does appear timely now, following the past 5 years in the
field. I do not honestly know how he will perform in Staff work, being a
Pield Station activist, but the experience should have a further
broadening effect upon him,
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE
8. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE VOLR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.
Subject has been approved for assignment to Headquarters, LA/COG.
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11 12 20 011 17
DATE 24 Jul 76 TLE C/LA/Pers SIGNATURE H.L. Berthold
FOR USE BY CAREER SERVICE
APPROVED ASSIGNMENT:
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REPORT OF SERVICE ABROAD
Office of Personnel, Transactions and Records Branch, Status Section
SERIAL NO.
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INSTRUCTIONS  USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TOV. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLT O DESIGNATE WHETHER SUBMISSION IS OF SASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH. AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFF NO. 98, REVISED.
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11. PREFERENCE FOR NEXT ANDIGMENT.
ITAL DESCRIBE DRIEFLY THE TYPE OF BURB YOU BOLLD PRIFER FOR HEST ASSUMBLED IF DIFFERENT EROM THAT INDICATED IN STEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE INDICATE YOUR CHOICE.
Deputy Chief of Station of a small Station or Senior FI Officer position with supervisory responsibilities at a large Station. These choices for next assignment are made on the basis of the increasing responsibility of positions I have held as my career has developed. This career has included experience in most types of FI and CI operations as well as some CA activities. It has also provided me with supervisory experience, including Acting Chief of Station for a two month period. Assignment to a position of greater responsibility is desirable for the continued development of my career.
FIB. INDICATE IF YOU DESIRE TO FETEND YOUR CURRENT TOUR BY CHICKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1. 2. B 2 (for lef. 2nd. and Jed choice) IN REMAINING BUES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSIÓN OF YOUR TOUR.
D. EXTEND TOUR 12 MONTHS AT CURRENT STATION TO 30 JUNE 1973
BE ASSIGNED TO HOGHES FOR A TOUR OF DUTY, INDIFATE TOUR CHOICE OF DIVISION, STAFF OR OFFICE,
De assigned to another field station, indicate choice of diographic area of specialization
A, RETURN TO MY CONNINT STATION
YN SE ANN SYES SU FLE S STEELS
TO BE COMPLETED BY FIELD STATION  IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT.
COB Comment: I recommend that Subject's desire for a 12-month extension be honored. His other choices also appear sound as alternatives.  COS Comment: COS strongly recommends that Subject extend for one
year. He is handling an extremely important agent, and we would hate to change this relationship now. After one care, however, Subject's career would best be served by a new assignment.
2. IN CONSIDERATION OF the EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE. HIS PREFERENCE FOR NEXT ASSIGNMENT, AFOR THE STAFFING REQUIREMENTS OF YOUR COMPONENT. INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS BEST ASSIGNMENT AND TRAINING.  Per IBRS 4729, Subject's request for a one year's extension of tour is approved.
DATE 6 Dec 71 TITLE C/WH/Pers NIGNATURE Henry L. Berthold
FOR USE BY CAPEER SERVICE
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# CONFIDENTIAL (A) on Palled In)

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filed in the amployee's official personnel folder.  NAME OF EMPLOYEE'S (Least) (Piret) (Widdle) SOCIAL SECUR	ITY NUMBER .
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avla	DATE OF DECKEE
IF WIDOWED, PLACE SPONE DIED	DATE SPOUSE DIED
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IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)	
N/A	
a. MEMBERS OF FAMILY	<del></del>
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NAMES OF CHILDREN ADDRESS	DATE OF BIRTH
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cates the settlement of estate and fin	ee emergencies has shown that the absence of certain personal data often delays and comp lancial matters. The information requested in this section may prove very useful to your fa ity or death and will be disclosed only when circumstances warrant.	
INDICATE NAME AND ADDRESS OF ANY	Y BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE	AC-
	But all Trust Co. (chaling + Savines)	
1777.	-, VA, 22030	
Jaroch 5	· Piccolo JA.	
ARE YOU A MEMBER OF THE NORTHWE	EST FEDERAL CREDIT UNION? (A-) YES TO NO	
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SAFIA DagasiF	AND TESTAMENT! [2] YES [] NO. (II "Yes" where is document located")  Box   Box   Box   Tast   Co. Function VA.  ED QUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS!	
HAVE YOU PREPLANNED AN ARRANGI NO. (If "Yes" give n	ED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS!	
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TO: Office of P	ersonnel, Transaction	s and Records Bran	nch, Status Section
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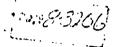
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# TREASURY DEPARTMENT UNITED STATES SECRET SERVICE

OFFICE OF THE DIRECTOR

WASHINGTON, D.C. 20226

August 1, 1968



The Honorable
Richard M. Helms
Director
Central Intelligence Agency
McLean, Virginia

Dear Dick:

As you know, the President and Mrs. Johnson visited Managua, Nicaragua on Monday, July 8, 1968, upon their return from the San Salvador Conference.

Assistant to the Special Agent in Charge Ronald M. Pontius of the Presidential Protective Division, has informed me that Mr. Joseph Piccolo and Mr. Carl Jonkins were of particular assistance in establishing and coordinating the relations with the Nicaraguan security organizations, and President Somoza's staff. Mrs. Elizabeth Jenkin's assistance as an interpreter was also greatly appreciated.

Personally and on behalf of the United States Secret Service, I wish to extend my sincere appreciation and thanks to the above mentioned personnel for the capable and professional manner in which they performed their duties.

Sincerely,

James J. Rowley

SECKEL

# ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE

FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL

### TO COMPLETE THIS FORM-

### FOLLOW THESE GENERAL INSTRUCTIONS:

· Read the back of the "Duplicate" carefully before you fill in the form.

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

- . Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

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	NAME (lost) (fire the control of the	25658
3	Mark here if you WANT BOTH optional and regular insurance  Mark here (A)	THE BOXES BELOW (do NOT mark more than one):  ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE  I elect the \$10,000 additional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.
-	Mark here if you DO NOT WANT OPTIONAL but do want regular insurance  (B)	DECLINATION OF OPTIONAL (BUT NOT REQULAR) INSURANCE  I decline the \$10,570 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.
	Mark here if you WANT NEITHER regular nor optional insurance  (C)	WAIVER OF LIFE INSURANCE COVERAGE  I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least I year after the effective date of this waiver and unless at the time I apply for insurance I am under ago 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN	FOR EMPLOYING OFFICE USE ONLY
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE	(official receiving date stamp)
SIGNATURE (do not print)	DENESS PERING OKEIUS BORRESONNET
DATE	83" H9 es 1 OS HAM
115 Mart. 68	See Table of Effective Cates on back of Original

ORIGINAL COPY—Retain in Official Personnel FoldECTET.

#### INSTRUCTIONS TO EMPLOYING AGENCY

- Who must file. All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176. T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.
- 2 Automatic cancellation of previously filed waters....All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box C of SF 176-T, on or before that date.
- 3. Employees fulling to file.—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box B, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.
- Review of completed forms.—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major

discrepancy such as a mark in more than one box.

(b) If the employee marked box A or box C, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:

Office of Federal Employees' Group Life Insurance (Statistical Study) 4 East 24th Street

New York, New York 10010

- (c) If the employee marked box 8, detach and destroy the stub
- Date of receipt and effective date.—(a) Stamp date
  of receipt by employing office in the space provided for
  this purpose on both the Original and the Duplicate.
  - (b) The effective date is determined from the table below.
- Disposition of forms.—(a) File the Original SF 176-T in the official personnel folder in all cases.
  - (b) Any necessary paired change, with effective date, may be posted in the space reserved on the Duplicate for employing office.
  - (c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.
- Use of SF 176-T.-SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

### TABLE OF EFFECTIVE DATES

DATE SF 176-T RECEIVED BY	EMPLOYEE'S DECISION		IVE DATE SF 53, IN EFFECT)
EMPLOYING OFFICE		. OF DECISION	OF DEDUCTIONS
	Elects optional (in addition to regular) (box A).	Coverage effective February 14, 1968	Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968
On or before February 14, 1968.	Declines optional (but not regular) (box 8).	Declination effective February 14. 1958.	1
	Walvas regular (so ineligible for optional) (box C).	Warrer effective last day of pay per- od in which February 14, 1968 falls.	Deductions stop last day of pay period in which February 14, 1968 falls.
•	Elects optional (in addition to regular) (box A).	Coverage effective on date of receipt	Deductions begin 1st day of 1st pay period beginning on or effor date of recept.
fter February 14 but not later than April 14, 1968.	Declines optional (but not regular) (box B).	Declination effective on date of re- ceipt, but employee toses auto- matic optional protection on Feb- ruary 14, 1968	
	Cencels previously elected optional (but not regular) (bux B)	Cancellation effective last day of pay period in which received	Deductions for optional stop last day of pay period in which re- coved
;	Waives regular (so ineligible for op- tional) (bos C)	Warver effective last day of pay per- od in which received	Districtions step last day of pay po-

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11 PREFERENCE FOR NEXT ASSIGNMENT Operations Officer Western Hemisphere Division
THE DESCRIBE BRIFFLY THE TYPE OF BORK YOU ROULD PREFER FOR MERT ASSIGNMENT IF DIFFFRENT FROM THAT IND CATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE,
To date, I have worked in operational activities of primarily CI and FI orientation with a greater emphasis on the former. In order to round out my early career stage as an operations officer, an assignment with more CA orientation would be beneficial.
If available, my grade not withstanding, an assignment as supervisor of a section or as Chief of Base would be desirable in preparation for the eventual assumption of duties with higher responsibility in the future.
IIB, INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, 6 3 (for lef, 2nd, and 3rd elosce) in remaining boxes. Complete all alternate choices and options in all cases even though you are requesting an extension of your Tour.
EXTEND TOUR THESE MONTHS AT CURRENT STATION TO 31 JANUARY 1968.
DE ADSIGNED TO HOOTES FOR A TOUR OF DUTY! INDICATE TOUR CHOICE OF DIVISION, STAFFAGE, DEFICE.
BE ASSIGNED TO ANOTHER FIELD STATIUM. INDICATE CHOICE OF OFFICE HIS OF SPECIALIZATION SHO CHOICE Managua FELD STATION OF Janetro
A RETURN TO MY CURRENT STATION
TO BE COMPLETED BY FIELD STATION
It is recommended, primarily because of problems of health (at the high altitude in this post) that this officer beallowed one of the doices he has listed under 11 B. The departure of this officer will mean a loss to the operational capacity of his Section; and it is
with regret that Chief of Station, Mexico City concurs with his request for re-assignment,
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE
13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERCE FOR HEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S DECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.
WH Division proposes that Mr. Piccolo be extended to December 1967. He will then be assigned to Managua under replacing James D. ZABOTH.
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Implicate - To Employing Office

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Supplement to Staff Employee Personnel

Mr. Joseph Piccolo

Effective August 27, 1965

The purpose of this memorandum is to call your attention to existing policies which are particularly material to you while you are and to set forth certain rights and obligations which are incident to your status as an appointed employee. It is hereby agreed and understood that:

1. As an employee of this organization, at the present grade and

You will, insofar as consistent with your basic responsibility to this organization, abide by all the rules, regulations, practices and policies

OS-10 & 48170 1710 per annum, you will accept

You are prohibited, except as specifically authorized herein,

It is understood and agreed that the minimum period of your overseas tour of duty is governed by and coincident with the prescribed Currently, your prescribed tour consists of a period of Two Years from the date of your arrival at your overseas post of duty. Your assignment may be terminated earlier for the convenience of this organization and the length of your tour of duty, as currently specified, may be unilaterally changed by this organization in order to conform with subsequent changes in the prescribed tour If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed the minimum period of service prescribed above from the date of arrival at your overseas post of duty, you will not be entitled to return travel or transportation for yourself or your dependents to the United States at Government expense. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed one (1) year of service from the date of your arrival at your overseas post of duty, you will be required to reimburse the Government for all of its expenses for your travel and transportation, and that of your dependents, from the continental United States to such overseas post of duty.

Form 1535 Chaolete Previous 9-60 Edition SECRET

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6. You will be required to keep forever secret this agreement and all other information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligation of any security oath you may be required to take.

UNITED STATES GOVERNMENT

Personnel Office

ACCEPTED:

Jagl & Santio

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CONFIDENTIAL (When Filled In)

#### IMPORTAIT

Central Processing France has been charged with responsibility (OPM 20.5.1 sated 12 October 1951) for ensuring that all employees processing PCS to the France have reviewed the Field version of the Employee Conduct Handbook. You will not be checkefout for your proposed travel until you wish the following statement and return it to CPB. Your Personnel Officer can profite you with a copy of the Handbook.

#### MENORANDUN OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook 20-4, Employee Conduct, dated 30 July 1962

SIMINGUIN

JOSEPH PICCOLO

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B. TERA	MINATION
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C. CHANG	E IN PLAN
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D. TRANSFER OUT	E. TRANSFER IN
NAME AND ADDRESS OF HEW PAYROLL OFFICE FOR	
RETIREMENT SYSTEM) TO WHICH TRANSFERRING.	
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	ENPORTMENT ACCEPTED BY THIS AGENCY
F. SUSPENSION	G. REINSTATEMENT
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Diccolo Jos	3 pt 1772	29-24. DOB	129. SE X		
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12) NAVY (4) AIR FORCE	10A, YRS/MOS OF ACTIVE	! <i>:</i> /	E-5		
	/ SERVICE	,			
11. STATUS AT TIME OF SEPARATION (Ch	eck one)	43. STATUS AT SEPAR	ATION		
(1) REGULAR > (2) RESERVE	(2) DRAFTEE (4) OTHER (Specify by	2	•		
12. TYPE OF SEPARATION (Check one)	- Comments	18. J. 2.28. Philippin	Service Commence		
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STANDARD FORM 61
REVISED JUNE 1897
U. S CIVIL SERVICE COMMISSION
F P M. CHAPTER 46

### APPOINTMENT AFFIDAVITS

IMPORTANT.—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

	the a	trached information for app	0111186	'
	CENTRAL INTELLIGENCE	AGZICY .	LANGLEY, VIRGINIA	ı
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B. AFFIDA	IVIT AS TO SUBVERSIVE ACT	TIVITY AND AFFILIATION		
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C. AFFIDA	VIT AS TO STRIKING AGAIN	IST THE FEDERAL GOVERNM	ENT	
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		ing in my behalf, given, tra ope of receiving assistance		
The a	- *	aration of Appointee on the		
3.5 19 U	o of entrones on duty)	27th day of lug	(Bignature of appoints)	
ubscribed	and sworn before me this	27th day of (high	ust A D	). 19.6 J
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NOTE — The noth of white must be administered by a permit specified in 3 U.S. C. II, or by a person designated t administer paths under Section 20s. Act of June 2s, 1943, 3 U.S. C. 18a — If he a Notary Public, the date of population of his commission should be shown.

Contractor.

#### **DECLARATION OF APPOINTEE**

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismosal after appointment and is punishable by law.

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II your answer is "Yee," give	details in Item 12 LYING IN THIS APPOINTMENT, MASE YOU		<u> </u>	(D)	OUR, WORK WAS NOT SATISFAC	TORY			1
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OU BEEN BARPED BY THE U.S. CIVI	LETING IN THIS APPOINTMENT MAYE E SERVICE COMMISSION FROM TAKING , SERVICE APPOINTMENTS!			Jian nan res	our answer to A, B, or n 13 accidently as you can no and address of employ one in each case.	remember, rer, approxis	including the nate date, and		X
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INSTRUCTIONS TO APPOINTING OFFICER, ... You must determine that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to apparament.

This form should be checked for holding of office, promon, any record of record discharge or arrest, age, contensing, and members of family. Also, to establish the identity of the apparance, you should particularly check (1) his signature and handwriting against the application and/or other pertinent papers and (1) his physical appearance against the medical certificate.

S & SANSMAN STAN COTAL COS CO-41775

STANDING FORM 144 stored retired a tree of the tree commission presentation of the IMPORTANT: The information on this		A	ND	DETE	RMIN.	ATION	V OF	COM	PETIT	IVE STA		
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# CONFIDENTIAL (when filled in)

#### ACKNOWLEDGEMENT

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 29 August 1961.

Signature

4: -;-

27 August 1962

CONFIDENTIAL

TO:  Office of Person  IMPLOYEE SERIAL NO.  LA  1-8  25-6-3-8  USS APPROPRIATE SPACE BELOTO DESIGNATE BRETHER SUMMINUMBER FOR THE BUNKER, AND IN	inel, Sta St (Print)		. Repo	orting or ser river	ltru et.	S SERVIO	192 Curie	dall  OFFICE/CE  25.	
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	FIELD REASSIGNMENT QUESTIONNAIRE	
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ĺ	NAME AND SIGNATURE OF OFFICIAL AT WEADS, ARTERS	DATE
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ł	TO BE COMPLETED BY EMPLOYEE	
1	1. DATE OF BIRTH 2. GRADE 3. CURRENT POSITION TO	
ł	8 December 1935   GS-5   Mail and File	JA EXPECTED HATE OF DEPAR
ł	Mexico City	2 lan 1954
Ī	6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR	70. EXPECTED DATE OF ACCIONAL
ŀ	NONC  S. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (SEE	30 Jan 1960
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١	and preparation of outgoing pouches, process pouches, analysis of mail for filing, name checks and pro	sing of incoming
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Ŀ	B. PREFERENCE FOR NEXT ASSIGNMENT:	
۲	A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU HOULD PHEFER FOR YOUR	NEXT ASSIGNMENT IF IT DIFFERS FROM
l	THAT INDICATED IN ITEM NO. 8, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE	. INDICATE YOUR CHOICES.
l	Return to WHD or RID in analysis or report work with the	intention of entering
1	the IO or JOT program upon completion of studies at Georg	
l	(approximately 1-1/2 years).	
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	B. INDICATE SHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCHEAS (refer to catalog of courses, if available):	E YOUR VALUE TO THE DRGSHIRSTION
	Those courses that would be suggested for our results.	she announced divid
	These courses that would be preparatory for entrance into	the operational field.
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9. PREFERENCE FOR NEXT ASSEGNMENT (continued)		
C INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY IN THE BOXES BELOW:	INSERTING NUMBERS 1 2 AND 3 (for 1st, 2nd	and Jed choice?
2 RETURN TO MY CURRENT STATEON		
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INDICATE CHOICE OF GEOGRAPHIC AREA OF SPECI	IFIC STATION BASED ON QUALIFICATIONS	
191. CHOICE MADRID SND. CHO	ICE ROME SALVA	DOR
1		
10. HOR MUCH LEAVE DO YOU DESIRE BETBEEN ASSIGNMENTS?	15 15	
11. INDICATE THE NUMBER AND AGE OF DEPENDENTS AND WILL	TADICALE TOUGHT OF BOAR DATS	
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	T. TO INDICATE COMPLETION OF ABOVE PORTION OF	TAIS FORM.
The state of the s	PERVISOR AT FIELD STATION	
13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFO ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE ST AND TRAINING:	ATION, INDICATE YOUR RECOMMENDATION FOR HIS N	RENCE FOR NEXT EXT ASSIGNMENT
It is recommended that this employee b		
in order that he may complete his colle	ege education at Georgetown Unive	ersity.
His replacement, who should be a train	ed RID specialist, should arrive	in
Mexico in early December 1959,		- }
This employee should be allowed to take	KIRARK training courses which	would
lead to his becoming an I.O. upon comp		
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	TO INDICATE COMPLETION OF THIS PORTION OF	THE FORM.
	ATE PERSONNEL OFFICER AT HEADQUARTERS	
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Concur with Chief of Station recommen	dation for assignment at Headquart	ers
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could be assigned.	bearens ar an infe to hitten the	1 1
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18. NAME OF PERSONNEL OFFICER	SIGNATURE	;
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IT. EMPLOYEE HAS HAS NOT BEEN NOTIFIED OF PLANTED		
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19. TYPED OR PRINTED NAME	20. SIGNSTURE	
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23- COMMENTS		
		4

## TRAVEL AGREEMENT BY STAFF ENFLOYEES ASSIGNED TO PERMANENT

- 1. In accordance with the policy of the Central Intelligence Agency, I agree to serve outside the continental United States a minimum tour of 24 months \_\_\_\_from the date of my arrival at my permanent post of duty, unless said tour is sooner terminated by the Government for its convenience, or it is terminated by the Agency for circumstances that are considered by it to be beyond my control.
- 2. It is understood and agreed that if I terminate for reasons within my control in less than 12 months from the date of arrival at said post, I shall reimburse CIA for all travel expenses, including storage and per diem, incurred in the transporting of myself, my dependents, my household and personal effects and my automobile to my permanent post of duty, and shall pay all return travel and transportation expenses to the United States.
- 3. It is further understood and agreed that if I terminate for reasons within my control subsequent to the twelfth month but prior to the completion of my tour of duty, I shall pay all return expenses for the travel and transportation of myself, my dependents, my household and personal effects and my automobile to the United States.

WITHESS:

Joseph S. Piccolo

Date: 4 Nov 1957

STANDARD FORM 61
PRIVISED MARCH 1998

\$1. \$ COLUMN SERVICE COMMISSION F. P. M. CHAPTER AS

14-00000

## APPOINTMENT AFFIDAVITS

	ppointment affidavita, you should read and understan information for appointee
CENTRAL INTELLIGENCE AGENCY (Department or agency)	(Bureau or division) (Place of employment)
	, do solemnly swear (or affirm) that-
domestic; that I will bear true faith and al	ion of the United States against all enemies, foreign and legiance to the same; that I take this obligation freel of evasion; that I will well and faithfully discharge the enter, SO HELP ME GOD.
B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY A	ND AFFILIATION
organization that advocates the overthrow United States, or which seeks by force or Constitution of the United States. I do	do not advocate nor am I knowingly a member of any of the constitutional form of the Government of the violence to deny other persons their rights under the further swear (or affirm) that I will not so advocate such organization during the period that I am an emgency thereof.
C. AFFIDAVIT AS TO STRIKING AGAINST THE	FEDERAL GOVERNMENT
sgency thereof, and I will not so participate States or any agency thereof. I do not and ment of the United States or any agency United States or any agency thereof. I do member of an organization of Government Government of the United States or any age Government of the United States or any age organization.	against the Government of the United States or any e while an employee of the Government of the United will not assert the right to strike against the Government of the further swear (or affirm) that I am not knowingly a employees that asserts the right to strike against the gency thereof and I will not, while an employee of the gency thereof, knowingly become a member of such an account of the contract.
D. AFFIDAVIT AS TO PURCHASE AND SALE OF I have not, nor has anyone acting in m sideration for or in expectation or hope of re	<ul> <li>OFFICE</li> <li>behalf, given, transferred, promised or paid any con- ecciving assistance in securing such appointment.</li> </ul>
E AFFIDAVIT AS TO DECLARATION OF APPOIN	NTEE
The answers given in the Declaration of correct.	of Appointee on the reverse of this form are true and
1. Pab 1957	Smith of Delay
(Detr of entrance on duty)	(Bignorius of appointed)
Subscribed and sworn before me this	day of February A. D. 19.57.,
etHashington, (Chy)	De Go
[SEAL]	Winds Thick was (Departure of allers)
	Appointment, Clark
NOTEIf the oath is taken before a Notary is be shown.	Public the date of expiration of his commission should

INSTRUCTIONS TO APPOINTING OFFICER.—You must determine that the impressions would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to approximant.

This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, extracable, and members of family. Also, to establish the identity of the appointer, you should particularly like \$\frac{1}{2}\$ (1) his agriculture and handwriting against the application and or other pertinent papers and (1) his physical appearance against the medical certificate. 

STANDARD FORM 144  REVISED SEPTEMATE THE U.S. COMMISSION FOR CHAPTERS LI, RE AND SE  IMPORTANT: The information on this eredits for reduction in	form s	will be t	ND ( leed (1	DETE  ) in d	RMINA etermini	ITION	l OF	US le serv	IPETI	TIVE STA	wars and m	etention	
should complete Part I	and th	e Perv	กกะไ O	ffice s	hould ec	emplete	Part	• 11 t	hrough	V.	•. 4 He en	nproyee .	
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I swear (or affirm) that the above states	ments :	are true	to the	best	of my k	nou lec	ia egi	ad bel	ief.			l	
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(OVER)

Date 4 February 1957

#### Dear Mr. Piccolo:

14-00000

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1. This is to notify you that the United States Government, as represented by the Central Intelligence Agency, has accepted your employment effective 4 February 1957.

Position:

File Clerk

Base Salary:

\$3415.00 per annum

- 2. You will be entitled to receive annual and sick leave, retirement coverage and such other employee benefits as may be provided by Agency regulations or applicable Federal laws and regulations.
- 3. As a condition of your employment by the Central Intelligence Agency, you are subject to assignment to tours of duty at posts outside the continental United States. Each time you are so assigned, the duration of the tour of duty will be prescribed in advance and will normally consist of a period of 24 months. You will be required to serve the prescribed period of the overseas tour of duty from the date of arrival at your overseas post of duty unless this tour is sooner terminated by the Government for its convenience or it is terminated for circumstances that are considered by the Agency to be beyond your control.
- 4. If you terminate your assignment at an overseas post of duty for reasons within your control in less than 12 months from the date of arrival at the overseas post of duty, it is understood and agreed that you will be liable for reimbursing CIA for all travel expenses, including storage and per diem, incurred by the Government in the transportation of yourself, your dependents, household effects and automobile to your overseas post of duty, and you will pay all return travel and transportation expenses to the United States.
- 5. It is further understood and agreed that if you terminate your overseas assignment for reasons within your control subsequent to the twelfth month but prior to the completion of your prescribed tour of duty, you will pay all return expenses for the travel and transportation of yourself, your dependents, household effects and automobile to the United States.
- 6. If you wish to return to the United States for personal reasons during your overseas tour of duty, all travel and transportation coats incident to such return will be borne by you, with no expense to the Government.

- 7. Your employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of 12 months from the date of employment. In the event either training or performance of duty is deemed unsatisfactory by CIA, you will be considered for other types of available employment for which you are suited, or your employment will be terminated.
- 8. Your appointment is for such time as your services may be required and available funds permit.

Office of Personnel

I accept the above agreement as a condition of my employment by CIA.

Joseph & Picala (Employee)

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# MEMORANDUM OF UNDERSTANDING REGARDING MILITARY SERVICE OBLIGATION

I understand that in accepting a position with the Central Intelligence Agency while subject to induction into the Armed Forces under the Selective Service Act, I cannot and will not expect deferment from such military service by virtue of my employment with the Central intelligence Agency.

SIGNED

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Piccolo, Joseph	h S.	12/08/35 ·	GS-13
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DDO/MH/		Ops Officer	5671
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### CONFIDENTIAL

### SECURITY APPROVAL

DATE : 20 July 1962
YOUR REFERENCE: 10775 DDF/TFW
CASE NO. : 109709
10 : Director of Personnel
FROM : Director of Security
SUBJECT : PICCOLO, Joseph Stephens
1. This is to inform you of security approval of the subject person as follows:
Subject has been approved for the appointment specified in your request under the provisions of Regulations 10-210 and 20-730 including access to classified information through Top Secret as required in the performance of his duties.
Subject has been approved for appointment under the authority of Paragraph 4(d) of Regulation 10-210, and under Regulation 20-730 including access to classified information through Top Secret as required in the performance of his duties.
2. Unless arrangements are made within 60 days for entrance on duty within 120 days, this approval becomes invalid.
3. As part of the entrance on duty processing:
A personal interview in the Office of Security must be arranged.
A personal interview is not necessary.
FOR THE DIRECTOR OF SECURITY:
W. A. Caborne
Chief. Personnel Security Division
FORM NO. 1173 NEW ACIDS CORP. SO AND CONFIDENTIAL CONFIDE

#### CONFIDENTIAL SECURITY INFORMATION SECURITY APPROVAL

Date: 20 December 1956

Chief, Records & Services Divsion TO: Personnel Office

Your Reference: C-6351 FI

FROM: Chief./Security Division

Case Number: 109709

Personnel SUBJECT: PICCOLO, Joseph Stephan

This is to advise you of security action in the subject case as indicated below:

X Security approval is granted the subject person for access to classified information.

Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.

The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9.

2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid. Subject is to be polygraphed as part of EOD procedures.

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U.S. DEPARTMENT OF JUSTICE

#### U. S. DEPARTMENT OF JUSTICE

STANDARD FORM DG

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PROMULCATED BY

W. S. SIVIL SERVICE COMMISSION

CHAPTER BY TEODRAL PINSCHNEL MANUEL

### FL\_RAL BUREAU OF INVESTIGATION WASHINGTON 25, D. C.

FORM APPROVED

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TIFICATION OF PERSONNEL ACTION by 1/1/1/1/

NOTIFICATION	· Or	FERSO	11414	L ACTION	17111
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JOSEPH S. PICCOLO #1818	35	12-8	-35	5714	9-9-55
This is to notify you of the following action affecting your employmen	of .				
S. NATURE OF ACTION JUSE STANDARD TERMINOLOGY		6. EFFECT	AE D.LE	7. CIVIL SERVICE OR O	THER LEGAL AUTHORITY
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13. VETERAN'S PREFERENCE	L	14. POSITIO	CLASSIF	ICATION ACTION ,	<del></del>
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15. PACE 16. 17. APPROPRIATION S & E. 7 8 1 18. FROM:  18. 10: SAME		10. SUBJECT PETINEN TES	ENT ACT	ID. DATE OF APPOINT- MENT APPIDAYITS (ACCESSIONS ONLY)	20 LEGAL RESIDENCE  CLAIMED PROVED  STATE:
DIRECTOR F. S. 1.					
STRANKS.					
Forwarding Address: 2210 20th Washington	Street n 9, D	t, Nort	hwest		•
Leave in the amount of 55 hours extowes for 216 hours plus 1 heliday LWCP for the period 6-1-55 (9:00 a The above listed 55 hours leave is	for adv	anced ai cb 7≕6=	ch le: 55.	ive which is be	
3 6 OCT 12 1955				<i>J.</i>	(1071/1)
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I. PERSONNEL PILE

STAPIDARD FORM 55 SIPTEMBER 193 U.S. CIVIL SERVICE COMMISSION CHAPTER 13 F.P. M.

### NOTICE OF CONVERSION PRIVILEGE Federal Employees' Group Life Insurance Act of 1954

An employee is entitled to convert to an individual policy when his group insurance terminates because of separation from an agency, transfer or appointment to a group excluded by law or regulation from insurance coverage, expiration of 12 continuous months in a nonpay status, or entry into the military service of the United States and acquisition of coverage under the Servicemen's Indemnity Act of 1951.

An employee whose group insurance terminates as indicated above may, under provisions set forth in his Certificate of Group Insurance, purchase an individual policy of life insurance without medical examination. The individual policy may be in an amount not exceeding the employee's group life insurance and will be issued at rates applicable to the type of policy purchased and to his current age and class of risk.

If you are entitled to convert group life insurance to an individual policy and wish to exercise this privilege, you must:

- 1. Ask the agency identified in the block below to give you a completed Agency Certification of Insurance Status, and
- 2. Follow the instructions printed on the Agency Certification of Insurance Status, and mail it to the Office of Federal Employees' Group Life Insurance, 330 Fourth Avenue, New York 10, N. Y. That office will promptly mail to you detailed information on how to apply for conversion.

#### IMPORTANT

THE TIME IN WHICH AN EMPLOYEE MAY CONVERT IS LIMITED. THE COMPLETED "AGENCY CER-TIFICATION OF INSURANCE STATUS" (NOT THIS FORM) MUST BE MAILED TO THE OFFICE OF FED-ERAL EMPLOYEES GROUP LIFE INSURANCE WITHIN 31 DAYS AFTER YOUR GROUP INSURANCE TERMINATES, OR WITHIN 15 DAYS AFTER THE DATE OF THIS NOTICE, WHICHEVER BASIS GIVES YOU

UNDER CERTAIN CONDITIONS, LIFE INSURANCE IS PAYABLE IF DEATH OCCURS WITHIN 31 DAYS AFTER AN EMPLOYEE'S GROUP INSURANCE TERMINATES, EVEN THOUGH HE HAS NOT APPLIED FOR CONVERSION. IF DEATH OCCURS WITHIN THIS PERIOD FURTHER HIFORMATION CONCERNING POSSIBLE BUNEFITS MAY BE OUT AINED FROM THE AGENCY NAMED BELOW.

Ur. Joseph S. Piccolo

DATE OF THIS NOTICE

NAME AND MAILING ADDRESS OF AGENCY

#### Soutonbur 8, 1955

- INSTRUCTIONS TO EMPLOYING AGENCY

  1. Fill in the name and address of the office which
- issues this notice (overprint or stamp if desired).

  2. Fill in the date this notice is issued, and note this date in your records for possible future reference.
- 3. Give this notice, as required, to every employee on the date his insurance terminates (except by waiver).

Federal Comment Surestigation Reem Community United at the Community of Justice

Washington Uh, D.C.

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### U. S. DEPARTMENT OF JUSTICE

STANDARD FORM 50

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U S CELL SERVER COMMISSION
CHAPTER ST. FOURTAL PERSONNEL MANUAL

### FELERAL BUREAU OF INVESTIGA (ON WASHINGTON 25, D. C.

FORM APPROVED BUDGET SUREAU NO. 80-8964

Checked by: 40/10

NOTIFICATION	1 OF I	PERSC	MUF	L ACTION	and by:
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MR. JOSEPH S. PICCOLO		12-8-	3 5	3.25.00	130 1 64
This is to notify you of the following action affecting your employ		14575		<u>  12088                                  </u>	110-3-54
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I. PERBONNEL FILE

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

#### REPORT OF PERFORMANCE RATING

Name of Employee:	Joseph S	PICCOLO	
Where Assigned: _	ELCORDS & COLOMBIAC (Division)	ATIQUE RECORDS SECTION (Section, Uni	
Payroll Title:	FILE	CLERK GS-3	
Rating Period: from .	1-1-54	to 9-30-5h	and the second and th
ADJECTIVE RATING		PISEACTORY Satisfactory, Unsatisfactory	Employee's Initials
Rated by:	Man C The Start	dispersedor Title	9/30/54 Date SEP 30 1954
Reviewed by:	F. W. WAIKART: Signature	Supervisor in Charge Tule	Date 1934
Rating approved by	Signature	Appeter Decision (C). Tale	21 1954 Date
	TYPE OF	REPORT	
J 00: 211	(X) Official (X) Annual (X) (354)	( ) Administrative ( ) (i) day ( ) Transfer ( ) Separation from ( ) Special	n mercure

#### U S. DEPARTMENT OF JUSTICE

STANDARD FURIA 80

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CHAPTER BY, PERDERAL PERSUANCE MANUAL

### FEDERAL BUREAU OF INVESTIGATIO:

FORM APPROVED

BUDGET BURGAU NO. 50-R064

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NOTIFICATION OF PERCONNEL ACTION

				Filed by:
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MR. JOSEPH 8. PICCOLO		12-0-37	10002	3-40-74
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## FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

### REPORT OF PERFORMANCE RATING

Name of Employee	JOSEPH S. PICCOLO		
	Division)		Q: FILDIG 2:IT tion, Unit)
Rating Period:	from <u>8-3-53</u>	to	12-31-53
ADJECTIVE RAT		TISFACTORY ling, Satisfactory	Employee's Initials
Rated by:	Signature F. W. WAIKART	nea sipini	12-31-53 Date DEC 31 1953
Reviewed by: Rating approved by	Signature	Tule  ASSISTANT DIRECT  Tule	Date  Date  Date
	<u> </u>	PE OF REPORT	
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S. DEPARTMENT OF JUSTICE

STANDARD FORM 50

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## FEDERAL BUREAU OF INVESTIGATION WASHINGTON 25. D. C.

Prepared by : Mills

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1. NAME ONE WHISE-DES. OFFICE ORIGINAL OCCUPANTS	2 0'41'E OF 8	F. B. I.	1. 3 443
MR. JOSEPH S. PICCOLO	12-8-3		12-4-53
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he provisions of the Universal Military Training a	and Service Act of 1951	have been complied with	h.
he classification grade of this position is subject t I Appropriation Act, 1952 – Public Law #253, a		ion pursuant to Section 1.	310 Supplement-
his promotion is temporary in		th Public Law -	( annroyed
-27-50.			3, approved
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1. PERSONNEL FILE

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to CLINIC REGISTER NO.	di. NAME OF DOCTOR
STANDARD FORM 7EA PILY 1949 CIVIL SERVICE COMMUNICO F. P. M. CHAPTER MI	IL APPOINTMENT AND REPORT

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#### VETERAN'S PREFURENCE AND SOCIAL SECURITY STATEMENT

Date 8-3-53

- 1. Are you eligible to claim Veteran's Preference under any of the existing Veterans Preference Bills? Yes \_\_\_\_\_ No \_\_\_\_.
- Furnish information substantiating Veteran's Preference claim, including disability rating, if any.
- 3. Are you currently receiving any Social Security benefit payments?

  Yes \_\_\_\_\_ No \_\_\_\_.

  (If you are receiving any Social Security benefit payments at the present time you should immediately contact the local Social Security field office as to whether you will still be entitled to such payment.)

Signature

89 AUG 24 1953 112

- A fee

STANDARD FORM 61 /REVISED AUGUST 1900) PROMULGATED BY CIVIL SERVICE COMMISSION FEDERAL PERSONNEL MANUAL

# APPOINTMENT AFFIDAVITS

IMPORTANTBefore swearing	to these appointment affida attached information for a	vits, you should read and understand the ppointee
JUSTICE (Department or agency)	F, E, I,	UNPSHINFTON P.C.
		do solemnly swear (or affirm) that—
domestic; that I will bear true	e faith and allegiance to the or purpose of evasion; that	d States against all enemies, foreign and same; that I take this obligation freely I will well and faithfully discharge the ME GOD.
that advocates the overthrow of unconstitutional means or seeki Constitution of the United State	Fascist. I do not advocate f the Government of the Un ng by force or violence to dees. I do further swear (or	nor am I a member of any organization ited States by force or violence or other eny other persons their rights under the affirm) I will not so advocate, nor will that I am an employee of the Federal
so engage while an employee of an organization of Government	ike against the Government the Government of the Uni employees that asserts the	RNMENT of the United States and that I will not ited States; that I am not a member of right to strike against the Government at employee, become a member of such
D. AFFIDAVIT AS TO PURCHASE A I have not paid, or offered o firm or corporation for the use o	r promised to pay, any mone	ey or other thing of value to any person,
correct.	Declaration of Appointee or	n the reverse of this form are true and
(Deter of entrance on duty)	, , , , , , , , , , , , , , , , , , ,	(hagnature of appointes)
Subscribed and sworn before me th	nis Ind day of	august , A. D. 19.55
Washington	<i>5</i>	ے. د
(Cury)		Cherry C. John J. C. M. Harry Co. Market Mar
NOTE If the path is taken before	re a Notary Public the date of	<b>A</b> • / \.

# DECLARATION OF APPOINTEE

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ME J. PH PICCOL			- /: 			12 20 57				<u>:/_`</u>
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ARF YOU AN COFICIAL OR EMPLOYEE OF ANY STATE. MUNICIPALITY!						***************************************				
If your anerer is "Yes", give details in It	em 10.		X						· · · · · ·	
DO YOU RECEIVE ANY ANNUITY FROM THE UNITED COLUMBIA GOVERNMENT BINER ANY PETITEMENT OF MILITARY OR NAVAL SER	NCT OR ANY PENSION OR				· • • • • • • • • • • • • • • • • • • •		,,,,,,,,	 		
If your answer is "Yea", give in liem 10 ree that is, age, optimal disability, or by re- or involuntary esparation after 5 years, retirement pay, and under what retirement if retired from military or naval service	went for tolliemant, rases of tollintary service; amount of nt act, and rating,		X							
SINCE YOU FILED APPLICATION RESIRTING IN THIS. BLEN DISCHARGED OR FORCED TO RETIGN, FOR MI FACTORY SERVICE FROM ANY POSITION!	scullingt of liteatist								,	
If your answer is "Yes", five in Item 10 the name and address of employer, date and resson in each case			X							
NAVE YOU BEEN ARRESTED (NOT INCLUDING THE BINCH YOU WERE FIND 32 OR LESS OR FURFILLE LESS) SINCE YOU FILLD AFFICATION RESULTING IN	)ではしんしじゅうしょが 125 6番 [							******		
If your answer is "Yes", list all such oat Ores in each neer (1) The date, (i) the ne or sulation (3) the name and in a time in penalty imposed, if any, or other dispu- it appointed, your Angiceptints will be tai	the court (4) the		X				•••••			
	<del></del>						~~~~~			

#### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whose the frequency continues is more shall determine to his own for some factors that the appointment of months for an order shall not be only the form of the factors of

in the of Congress perturbing to appointment.
This firms about the size had be to be in our of other, pression, and atother in comparison much any record of recent discharge, or arrest, and particularly for the followment.

(1) Identify of appendings of 1 to the duty of the superating office is paid agreed before entering of the distribution by out transpice distribution by participation of the three principal in the source principal interest of the properties of the source principal interest of the superation of the s

(3) Ago. If definite ago limits here been established for the position is should be determined that crist tend is not entried the age compared on approximately limit as a determination or market, the agreement of the determination of the compared of t

(3) Circumsture—The appearing officer is removed by absenting the elements of the content of the Circl Bernier Board and (1) appropriate on a termination of the Circl Bernier Board and (2) appropriate on a termination of the Circle propriate and the appearance of the content

(4) Manchers of Fairs: Distinct 0 of the Cost Burrow Act grownlys that themselved them not neveral terms in our to make the industries of a family before good strend of previous mercus separate in the compactive mercus or what the compactive performs strength for producting grownly of the production of the termselved of the following strength of the production of the production of the production of the production of the following strength of the production of the production of the first of t

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#### OFFICIAL ENTRANCE PERFORMANCE RATING

Date: August 3, 1953

Name: Joseph S. Piccolo

Ecd: August 3, 1943

Under the Federal Bureau of Investigation performance rating plan, every new employee is given an entrance performance rating which will constitute his official rating until superseded by a subsequent official rating.

The official entrance rating for this employee is satisfactory.

# M#40RANDUM

RE: Mr. JOSEPH S. PICCOLO

A character and fitness investigation including an appropriate loyalty check was conducted concerning this employee and he was found suitable for employment with this Bureau.

# U. S. DEPARTMENT OF JUSTICE

STANDARD FORM 50

BIT APPLIES

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U.S CEIL STANDE FORMATA

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14-00000

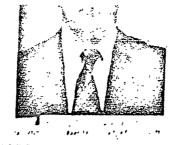
# FEDERAL BUREAU OF INVESTIGATION WASHINGTON 25. D. C.

Prepared by:

# NOTIFICATION OF PERSONNEL ACTION

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R. JOSEPH B. PICCOLO	12-8-35	2966 8-3-53
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DIRECTOR. P. B. I.		$\int \frac{dz}{dz}$
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pages. a provisions of the Universal M-litary Training classification grade of this position is subject Appropriation Act, 1952 — Public Lew #253, IS Appointment IS a tempore ovisions of AP Public Law #	ct to post-audit and correct: , approved 11-1-51, ery, indefinite a	on pursuant to Section 1310 c Supplem
3 ~ AUG 24 1953		
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71.1	·	AND SIGNE OF CAMER SHIPERIN BUILD

1. PERSONNEL FILE



t		FEDERAL BUREAU OF			ale of	7D-140 19-10-611
		APPLICATION FOR		•	Unità M	n <del>y 23</del> 1953
United Wishi	uranu of Investigation States Department of Ja ngton, D. C.					t (Law Trajerd) t (Accountant) (Cherh position applied for)
of Invest	make application for an igntion, United States indicated by a dwek ma herowith I submit the f	rk, and for your une	in the	:	Translator * Radio 'sperato Laboratory Te	or *
not	lication MUST be typewrit applicable so state. Applicable so state. Applicable so state. Applicable so state. Applicable so state same si	plications which are not lest for complete asswer	complete , or you	and leg	ible will ant bo forming 401tio	cossidered. If
1. Name in Fu	H: Piccolo	iane Joseph	ph Iven Name	<del></del>	Bleph Might	e Name
•	l other names you have us	•	and maide	n name (	of female applic	ant s.
	Jos, Pic, Lo	fabrabual tw. ta tt	a. Fla.	.1624		33324
?. Present Ro	sidence Address: H.E. B	City	8	tale	T95.Bote1ephol	Ne.
). Address to	which you wish mail or t	elegram sent: 1636 Nal	a PA th	Zone	Landerdale,	Fig. son_none
u. Height_5t	11.3. wight 189. 6. 631	e of Birth_BDec	ir18	35 7. 6	lace of Birth <u>Yc</u>	nkara M.Y.
8. Are you a	u.s. citizent_yest. if n	ot born in U.S. give dat	e of entr	none.	a) Place of	f entry_none
	turalizedi <u>no</u> 11. Date					
14. Describe a without gl	ny physical defects or di asses (Snellen) and defic	estilities you have, inc iencies in color vision	luding ext and heari	tent of ng_non	defective vision	n, if any, with and
15. If appoint the united pointed to sessions:	ed as a Special Agent, or States or its territoria other positions, will yo the	e you willing and prepart I possessions, for either a accept assignment anyw specify where you will	ed to acco r temporar here in th accept as	ept assi ry or pe he Unite signment	greet or transl rmarent duration described : Washington	fer to any part of 12 H.A. a) If ap- territorial pos-
proceed to you will a	ed as a Special Agent, or Washington O.C. at your ccept? 10 days 17.	own expense, upon 10 day smat is the loomst entre	ys notice: ance salar	yes_ a	il access?	2750 minimum notice
18. Are you not past 90 day	wemployed by an agency of yst_no b) wame of Age	tre federal Government:	<del>00</del>	a) Have Location	e you been so en	ployed within the
	ver before applied for em					
b) where d	ld you apply?nons_				क्षप्र	DESPITS OF
	MAME OF SCHOOL	LOCATION	FROM	1952	Acedemic	DIPLOMAS RICELYED
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	Catholic	Ft Lauderdale Fla.	1952	1953	Acedemic	Graduate
COLLEGE	none	none	none	none	none	none
				Š	Da Lagrage, of ore	anization
SCHOOL	n <del>gno</del>	2000	สมกล	none	D-25-0	none
MISEELLANFOUS	/ . none	Dohe	none	none	DOGS.	a node 103
<b></b> 30	1963 1963	i e mat states 0909	int!B	380		de de de processe a consequence
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·	y changed your na	Auto afficial 5	5. Date: 14		aj risce		0/ (00/ (
26. Where do you conside	er your legal resi	dence?.Et	Landerd	ale	Brona	nl	Florida
27. EMPLOYMENT: (List c			,		000	7	
NAME AND ADDRESS OF C			ANNUAL SALARY	PC:	SITION AND		
a) Name Joseph Piccolo Address			t \$500		hing	J.Piccolo	still employed
b) Name	· .						
Address		1 1					
c) Name							
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name (t							
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e) Name							
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Address .						]	
28. MILITARY RECORD: a) Have you ever serve							
c) Dates of Service							
e) Serial Humber	4		:				
g) Are you registered							
j) Do you claim Vetera	n's Preference?	no h) 6	Basis for c	jaim	non	a	
29. Have you ever served li	n the Armed Force	s of a for	eign count	ry?_no	a) Date	s_none	
b) Country NORE					1		
30. Have you ever visited (							es of the U.S.)7_1
a) Date passport issued	none h) P	lace issue	d_Bons				
COUNTRE	ES VISITED		- 1 56	10M	10	REASO	M FOR TRAVEL
	:			ne	none	n	one
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none	is, including in-l	aws, now	residing ou	tside t	he United	States (except	
none	a, including in-l	AGE		tside t	he United	States (except	those in the CITIZEN C7 NO COUNTRY
none  St. List any close relative Armed forces of the U.S BAME	RELATION		<u>c</u>	TY	he United	COUNTRY	CITIZEN CZ NO COUNTRY
none  11. List any close relative Armed forces of the U.S	<b>.</b> )			TY	he United		CITIZEN CZ WA

14-00000

	YES	, NO
Write "IES" or "NO" is the appropriate column. If the asswers to any of the following questions		
are "TES" you MUST give full details, using additional sheets if secessary, and numbering answers to correspond with questions.	1	l
32. Have you had any serious illnesses or operations in the past 5 years?	L	_no_
a) If so, describe and give dates		ł
b) Were you hospitalized?		-na_
Dates: Hospital Location		
c) How many days' work have you lost in the past 6 years due to illness;		
d) to you have any service disability?		no.
e) Percentage:f) Nature of disability?		
.j. 30 you have any sources of income other than your salary?		-no-
a) What are they?b) Total amount of such income \$	- 1	
34. Has your credit record ever been considered unsatisfactory, or have you ever been refused credit?		-no-
a) If so, give dates, places, names of creditors and circumstances		
35. Are you now indebted to anyone?		no
a) Name: Address Anount	ł	
	I	
	- 1	
	- 1	
36. Have you ever been arrested (include traffic violations, but not parking tickets)?	Vea	
DATE PLACE CHARGE DISPOSITION DETAILS	•	
Jan. 8, 1753 Ft Lauderdele speeding fined \$10.00	- 1	
	-	
* *************************************	- 1	
17. Has any member of your immediate family or close relative (including in-laws) ever been arrested		
for other than traffic violations?  NAME RELATION DATE PLACE CHARGE DISPOSITION		no
	- 1	
	ı	
8. Were you ever dismissed from a school, or was any disciplinary action, including scholastic probation, ever taken against you, during your scholastic career?		no.
School:Date:Type of Action	- 1	
9. Have you ever been dismissed or asked to resign from any employment or position you have held?		no_
Employer's name: Cate: Reasons:	1	
). Have you ever been a defendant in a court action?	ves.	
0. Have you ever been a defendant in a court action?	yes -	
(If so, give date, place, court, names of parties involved, nature of action, and final disposition)  Attached sheet	yes -	
(If so, give date, place, court, names of parties involved, nature of action, and final disposition)		<u></u>
(If so, give date, place, court, names of parties involved, nature of action, and final disposition)		no.
(If so, give date, place, court, names of parties involved, nature of action, and final disposition)		
(If so, give date, place, court, names of parties involved, nature of action, and final disposition)		

The state of the s

use three personal references (not relatives, former employers, felice employees or school teachers) who are responsible adults of reputable standing in their communities, such as householders, property owners, turiness or professional med or women including your family physicals if you have one, who have known you will during the past 5 years.

	ATAL		:	RESIDENCE A	OPRESS.		R' AINERS MUTALES	A(	OF YEARS
a) Paul	F. Gacke	1		L. Cent			7-CU Harbor Island ty Wismi Beach, Fla		3 years
	C. Habar		ļ	E. 9 th		lic Froward Blvd.			
			t				222 E Sunrise Blv		A Years
	F. Kestner			E. lat a es who are			tyl Fr Laudardale Fl by the Federal Government	8.	2 years
	NAME		. R	ELATION	<del></del>	AGE	NCY BY WHICH EMPLOYED	Loc	CATION
a) France	as Carpir	nalli	cons	in	Vete	erana.	Administration	New York	City
6)									
c)									
	mes in FUL	L of any fri	ends or a	acquaintanc	es who	are now	remplaced in the Federal Bu	reau of Inves	ti- :
gation. them,	Give the	name of th	ecity is	n which the	y are w	orking,	or were working when you i	last heard fro	ra .
	NAME IN F	ULL		<del> </del>	LOCATI	ION		LENGTH OF AC	QUAINTANCE
۸)	none		<del> </del>	ļ	none	<b></b>		_ <del> </del>	ne
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c)				<u> </u>			<del></del>		**;
	•	lly ALL of yo			•	•		,	**
FROM	10	T	<u> </u>	STREET		APT. NO	ı		STATE
A) 1943	1945	658 Mai	n Stree	t		none		Mass.	<del> </del>
b) 1945	1948	676 Eas	t Stree	ıt		nona	Pittsfield	Мова	
1948	1950	1100 H.	5. 7th	Ave.		nona	Pt Landerdale Fla.	Fla.	
<sup>(d)</sup> 1950	1951	507 N.E.	11+5	Ava.		nona	Pt Leulardala	Vla.	
V <sub>e)</sub> 1951	1951	2535.9.3	* 3766	. atmoot		none	Ft Landerdale	Fla.	
1)	12777		<b></b>						
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g)	<del> </del>								
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1)	<u></u>	Ĺ	·						
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		A		Par .		
48. Are	you single, married, wido	med, separated or divorced?1	ningle			
a) (	If divorced, give date of c	divorce none Place nor	10	Court_	none	
49. Maid	den name of wife or husband	i's full name: none				
• a) (	occupation norm	Employer's name and address:	_none			
	•	address_nON9				
	•	d) Date of Birth nong				
		ne g) Place nona				
		19				
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	• ,					
€v de au	you have been married moren though a relative is death, include step-brother ardians, or others who havecerning them as well as y	e than once, give the above infoceased, give all information res and sisters, and if you or your raised you instead of your paour real parents:	equested our wife orents t	n concerning each , and indicate la or husband have he requested info	former husband st residence a step-parents, rmation should	or wife. nd year of legal be furnished
	FULL NAME	ADDREŚS	AGE	PLACE OF BIRTH	OCCUPATION	DATE & PLACE OF
E : 5474			T	l	driving	Pittsfield
51. FAIR	In Joseph Piccolo	1636 N.E. 20th street	48	Naples, Italy	Instructo	r_Mass
52. MOTH	ERITEMA Anna Piccolo	1636 N.F. 20th Street		Yonkers N.Y.	houseed fo	
53. 8901		1	Ì	Pittsfield		
• • • • • • • • • • • • • • • • • • • •	(Francis Donald	Bame	$+$ $\frac{1}{1}$	Mass. Pittsfield	student.	none
b) ,	Lemis Brisn	Same	9.	Mass.	student.	none
		, ,				;
C)	S OR HUSBANDS OF ERGINERS (	DR SISTERS				
A)	none	none		none	none	none
						1
_ <u>»)</u>			_			<del></del>
c)						
FAIHE TE	R-IN-LAW	-				:
6. MOTHE	9-IN-LAN	none		none	none	none
•		2080		none	none	none
	ERS AND SISTERS OF IGUR HU	SHAND OR WIFE	1 1			
a)		none		none	nona	none
·6)			1 1			
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c)						
a)				i		1 : :
e. 01=12	5 (indicate relation - see		_			<del>                                     </del>
<u> </u>		none	+-+	none	nona	DONO L'
D)			4-1			

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50. List all clubs, societies o	-			•
ald-n-ion-Cavitan-Ci	.ub		Location	Ft Landerdale
5)				
c)				
1)				
60. Fareign languages	Speak	understand	rend	write
a) none	none	none	none	none:
8)	<u> </u>			
c)				
61. List any special abilities  Ability at pub	Lic. apeaking. Ab	•	bre-license.	
•		•		
Attach photograph her securely with paste, tape or staples	not la plainl must h date o	an unmounted full rger than 2 3/4 x 1 y on the back of th ave been taken not f this application OINTIVE CONSIDERATI T UNLESS SUCH A File	the inches. Prince photograph. The more than 3 mon than 3 mon than 5 mon than	t your name The photograph ths prior to the WED ANY AP-
9		•		•.

I understand that all appointments are probationary for a period of one year, during which time the employee must demonstrate his fitness for continued employment by the Federal Bureau of Investigation. I also understand that any appointment tendered me will be contingent upon the results of a complete character and fitness investigation, and I am aware that willfully withholding information or making false statements on this application will be the basis for dismissal from the service. I agree to these conditions, and I hereby certify that all statements made by me on this application are true and complete, to the best of my knowledge.

Respectfully,

(Signature of the applicant as usually written)

Question #40.

Jan. 10, 1953, Ft Landerdale, Fla, Traffic court, Joseph Piccolo-City of Ft Landerdale, Fla. Traffic violation, Fined \$ 10.00.

Bid inno